



CERTIFIED FINANCIAL PLANNER (CFP)

MODULE 4: FINANCIAL PLAN CONSTRUCTION AND PROFESSIONAL RESPONSIBILITIES

OBJECTIVES

The financial plan construction process needs to be meticulously considered. A systematic process to gather raw data, analyse the information, recommend strategies and eventually implementing the plan is required in order to determine the clients' hidden and known objectives.

This module builds upon the foundation in financial planning and the knowledge requirements in Modules 1 to 3 of the CFP Certification Program to enable the CFP professionals to construct a comprehensive financial plans for clients. Students must also ensure that they update themselves on the latest changes of the relevant laws and regulations relating to the different areas of financial planning.

At the end of this module, students should be able to determine the client's financial status by analyzing and evaluating the client's information, developing and preparing a client-specific financial plan tailored to meet the goals and objectives of the client, commensurate with the client's value, temperament, and risk tolerance and also implementing and monitoring the financial plan.

COURSE FEES

Candidate	Payment to TAR UC	Payment to FPAM
DBF/DFI/RBF/RFI TAR UC Students/ Alumni	RM600.00*	RM350.00*
Public	RM1,060.00*	RM450.00*

* Inclusive of 6% SST.

Payment to FPAM includes registration fee, textbook, examination.

Payment to TAR UC includes tuition fee and additional notes.



TARC
TUNKU ABDUL RAHMAN
UNIVERSITY COLLEGE
BEYOND EDUCATION



COURSE OUTLINES

Financial Planning and the Regulatory Environment

- An overview of the regulatory framework for financial planning
- Enhance professionalism in financial planning
- Understanding the FPAM Code of Ethics and Practice Standards
- The fiduciary nature of the relationship between the financial planning professional and the client

Financial Planning Process

- Establishing client-financial planning professional relationships
- Gathering client data and determining goals and expectations
- Determining the client's financial status by analyzing and evaluating the client's information
- Analyse Client Objectives, Needs and Financial Situation
- Developing and Presenting the Financial Plan
- Implementing the Financial Plan
- Monitoring the Financial Plan

COURSE DETAILS

DATE: 24 OCTOBER – 12 DECEMBER 2020
(SATURDAY, SUNDAY)

TIME: 9.00A.M. – 5.00P.M.

VENUE: ONLINE CLASSES

EXAMINATION DETAILS

DATE: 19, 20 DECEMBER 2020 (SATURDAY & SUNDAY)

TIME: 9.00A.M. – 12.00NOON

VENUE: ONLINE EXAMINATION

FOR ENQUIRIES & REGISTRATION

TUNKU ABDUL RAHMAN UNIVERSITY COLLEGE

Centre for Continuing and Professional Education

Tel: 03-4145 0170 (Direct Line)

03-4145 0123 ext: 3516 (Ms Lee)

Email: cpe@tarc.edu.my

Website: www.tarc.edu.my

Registration Form

Module 4: Financial Plan Construction and Professional Responsibilities

(TAR UC Student/ Alumni) Tuition Classes: 25 October – 6 December 2020
(Public) Tuition Classes: 24 October – 12 December 2020

To register, please submit completed registration form and payment as follows:

Director, Centre for Continuing and Professional Education
Kolej Universiti Tunku Abdul Rahman
P.O. Box 10979
50932 Kuala Lumpur
Tel: 03-4145 0170 (Direct Line)
Tel: 03-4145 0123 ext: 3516 (Ms Lee)



Participant Details

Name : _____
New IC No : _____ Student ID/ Alumni No: _____
Course : _____
Company (if applicable): _____
Correspondence Address: _____

Tel No (H) : _____ Tel No (O) : _____
Fax No : _____ Handphone No : _____
Email : _____

Payment Details

1. Transfer / Cheque / Bank draft no: _____ for amount of RM600.00/ RM1060.00* made in favour of **'KOLEJ UNIVERSITI TUNKU ABDUL RAHMAN'**.
Payment via Public Bank Account 3181564113. Please email the bank-in slip to us for record.
2. Direct payment to Financial Planning Association of Malaysia as follows:
Transfer / Cheque / Bank draft no: _____ for amount of RM350.00/ RM450.00* made in favour of **'FINANCIAL PLANNING ASSOCIATION OF MALAYSIA'**.
Payment via Alliance Bank Account 121090010005395. Please email the bank-in slip to us for record.

*(Inclusive of 6% SST)

Signature: _____

Date: _____

Terms & Conditions

- ☑ Registration is on a first-come-first-served basis.
- ☑ Participants are requested to submit one form per participant.
- ☑ All registrations MUST be accompanied with the full payment.
- ☑ There is no refund on cancellation after registration but a replacement is allowed prior to course commencement.
- ☑ Please note that the registration and examination fees are not refundable.
- ☑ Kolej Universiti Tunku Abdul Rahman reserves the right to amend or change the programme, venue or speaker, or cancel the programme if warranted by circumstances beyond its control. In the event of cancellation, all fees paid will be refunded.

Refund Policy

- A) Full Refund
Full refund will be made only if:
~ the student's application is rejected, or
- B) Partial Refund
~ 50% of the course fees is refundable if the student withdraws at least 14 days before the course commences.
~ the letter requesting withdrawal from the course together with the original receipt must reach Kolej Universiti TAR at least 7 days before the date of the first class.
- C) No Refund
~ a student is not entitled to any refund of the course fees if the student withdraws from the course after commencement of the first class.



UNIT 305, BLOCK A
PHILEO DAMANSARA I
JALAN 16/11, OFF JALAN DAMANSARA
46350 SELANGOR
TEL : 03 - 7954 9500
FAX : 03 - 7954 9400
WEBSITE: www.fpam.org.my

GST TAX FILE NO. :000173154304

TARUC STUDENTS ONLY

For office use only	
Expiry date	
Discrepancy	
Approve for entry	
O/R #	

REGISTRATION FOR THE CERTIFICATION PROGRAM EXAMINATIONS

Complete in full using BLOCK LETTERS

This form must be submitted within the following timeframe:

- a. To FPAM - 7 weeks before the examination date
- b. To Education Providers - 8 weeks before the examination date

FPAM has the sole discretion:

- To switch candidates to another examination venue if insufficient candidates are registered at the preferred examination venue and;
- To allocate the examination venue if the venue has not been chosen. FPAM's decision is final.

Name:		New I/C No.:		
Membership No: (Trade/Associate Member)		TARUC Stamp :		
Name of module to be examined	Exam session	First Sitting	Re-sitting	Exam Venue (pls circle)
				KL - KUALA LUMPUR
				PG - PENANG
				KK - KOTA KINABALU
				KCH - KUCHING
				JB - JOHOR

IMPORTANT REMINDER

- a. Please ensure that your membership is valid at time of registration and upgrade your membership if necessary.
- b. You must be an Associate Member to register for Modules 2 to 4. (Except for Challenge Status candidates).
- c. All candidates must be enrolled in a CFP certification Program with an Approved Education Providers.

Exam fees payable :	RM	Office Contact:	Fax No.:
* Cash	For internet banking or online transfer, please attach copy of payment receipt / banking slip for proof of payment		
Cheque No.		Mobile No.:	Email :
Credit Card No.:		Card type: VISA / MASTER / DINERS / AMEX	
Card Expiry date:		for AMEX card holder (pls provide 4 digits bank code on front of card)	

Kindly make your cheque payable to **FINANCIAL PLANNING ASSOCIATION OF MALAYSIA**

* **FPAM Maybank Account no. 514075128677**

Note: Examination Fees Payable

• Administrative and Resource Fee	RM150.00
• Examination Fee	RM200.00
Total	RM350.00

Candidate/Card holder's signature
authorizing credit card direct debit

FPAM will not entertain any request for cancellation or postponement of examination by the candidates after receipt of this Examination Registration form. No refunds of the examination fees will be made under any circumstances.



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46350 PETALING JAYA, SELANGOR
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FAX : 03 - 7954 9400
WEBSITE: www.fpam.org.my

NON TAR STUDENTS

For office use only

Expiry date	
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Approve for entry	
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Name:		New I/C No.:		
Membership No: (Trade/Associate Member)		Education Provider: (To be stamped by UTAR)		
Module	Exam session	First Sitting	Re-sitting	Exam Venue (pls tick ✓)
				KL - KUALA LUMPUR
				PG - PENANG
				KK - KOTA KINABALU (June/July session only)
				KCH - KUCHING (Dec session only)
M4 (Candidate is required to complete the work experience summary form, please request form from EP or FPAM)				JB - JOHOR BAHRU

IMPORTANT REMINDER

- Please ensure that your membership is valid at time of registration and upgrade your membership if necessary.
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- All candidates must be enrolled in a CFP certification Program with Approved Education Providers.

Exam fees payable :	RM	Office Contact:	Fax No.:
Cash / Cheque No.		Mobile No.:	Email :
Credit Card No.:		Card type: VISA / MASTER / DINERS / AMEX	
Card Expiry date:		for AMEX card holder (pls provide 4 digits bank code on front of card)	

Kindly make your cheque payable to **FINANCIAL PLANNING ASSOCIATION OF MALAYSIA**

Exam Fees Payable	
(a) Administrative and Resource Fee	RM150.00
Plus (b) Examination Fees (6% GST included) (Please choose one only)	
** Students working with Charter Members	RM200.00
** Students working with Corporate Members } Individuals (Public)	RM250.00 RM300.00
Total = (a) Administrative & Resource Fee + (b) Examination Fee	

Candidate/Card holder's signature
authorizing credit card direct debit

FPAM will not entertain any request for cancellation or postponement of examination by candidates after receipt of this Examination Registration form. No refund of the examination fees will be made under any circumstances.

TO BE COMPLETED BY CHARTER OR CORPORATE MEMBER

**** (If no endorsement from employer is provided in the space below, candidates will be considered as individuals (Public))**

We certify that the candidate named in this registration form is an employee or agent of our company.

Signature

Company Stamp

Name & Designation
General Manager or Branch Manager
Date: