Certified Financial Planner (CFP) Program

Module 1: Foundation in Financial Planning

This course is designed to enable candidates to develop a clear appreciation of financial planning. Candidates are provided with an outline of each of the major concerns of a financial planner to prepare for the extensive study to be covered in the other courses of the CFP program. The entire program prepares candidates to be a competent financial planner capable of meeting the financial planning need of the consumers.

Course Outlines

Part 1: An Overview
- The financial Planning Industry in Malaysia
- Regulatory Controls and Practices Affecting Financial Planning
- The nature and Scope of Financial Planning
- Analytical Tools for Financial planners
- Effective Communication in Client Counseling

- The economic environment
- Government policy

Part 3: Risk Management and Insurance Planning
- The concept of risk
- The management of risk
- The insurance industry
- Types of insurance cover

Part 4: Investment Planning
- Concepts of investment
- Primary investment
- Managed investments

Part 5: Income Tax Planning
- Basic income tax concept
- Income tax planning

Part 6: Retirement Planning/Estate Planning
- The retirement planning process
- The estate planning process

Part 7: The Basis of Financial Plan

Part 8: Code of Ethics

Closing date: 12 September 2014

Course Details

<table>
<thead>
<tr>
<th>Venue</th>
<th>Dates &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Block V</td>
<td>Tuition Classes</td>
</tr>
<tr>
<td></td>
<td>27 September – 8 November 2014</td>
</tr>
<tr>
<td></td>
<td>(Every Saturdays)</td>
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<tr>
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<td>9.00 am–6.00 pm</td>
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<tr>
<td>Intensive Revision Class</td>
<td>15 November 2014 (Saturday)</td>
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<td>9.00 am–1.00 pm</td>
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Fees

<table>
<thead>
<tr>
<th>Fees</th>
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<tbody>
<tr>
<td>Course Fee</td>
<td>RM500.00</td>
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<tr>
<td>Registration Fee</td>
<td>RM150.00</td>
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<tr>
<td>Examination Fee</td>
<td>RM200.00</td>
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<tr>
<td>Trade Member Fee</td>
<td>RM25.00</td>
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<td>Total Fees</td>
<td>RM875.00</td>
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*Once students (DFE/DBF diploma holder) have passed Module 1, they can apply for exemption for Module 2,3 & 4. This exemption is subject to reviews by Financial Planning Association of Malaysia (FPAM).

Examination Details

<table>
<thead>
<tr>
<th>Examination Date</th>
<th>7 December 2014 (Sunday)</th>
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<tbody>
<tr>
<td>Examination Time</td>
<td>10.00 am–12.00 noon</td>
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For enquiries & registration, please contact:
TUNKU ABDUL RAHMAN UNIVERSITY COLLEGE
Centre for Continuing and Professional Education
Tel: 03-4149 9164 (Direct Line)
03-4145 0123 ext: 536 (Mr Bradley Ho), ext: 516 (Ms Lee)
Fax: 03-4149 9253
Email: cpe@mail.tarc.edu.my
Website: www.tarc.edu.my
Registration Form

Module 1: Foundation in Financial Planning

Tuition Classes: 27 September – 8 November 2014 (Every Saturday)
Intensive Revision Class: 15 November 2014 (Saturday)

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
SO932 Kuala Lumpur
Fax No: 03-4149 9253

Closing date: 12 September 2014

Participant Details

Name: ____________________________________________________________
New IC No: ___________________________________ Student ID: __________________________
Course: _________________________________________________________
Name of Organisation: _____________________________________________
Correspondence Address: __________________________________________

Tel No (H): ___________________________ Tel No (O): ___________________________
Fax No: _______________________________ Handphone No: __________________________
Email: ___________________________________________________________

Payment Details

☐ Cheque / Bank Draft / Money Order (Payable to 'KOLEJ UNIVERSITI TUNKU ABDUL RAHMAN') Please send / fax / email the bank-in slip to CPE Office.

☐ Payment via Public Bank Account 3181 5641 113. Please fax / email the bank-in slip to CPE Office.

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.
☒ Tunku Abdul Rahman University College 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 50% refund of fees paid for the course, if a written request for refund is made on or before the commencement date of the course.
☒ No refund of fees for withdrawals received after commencement course.

Disclaimer: TAR UC warrants that the personal data collected will be treated with utmost confidentiality and shall not sell, distribute, lease or otherwise disclose any data collected herein to any third parties save and except as outlined in the University's Privacy Policy or permitted by the User or is required by law to do so. Please visit www.tar.uc.edu.my/privacy-policy.htm for further information on TAR UC Privacy Policy.

FOR OFFICE USE ONLY

1. CQ/BD/NO: ___________________________ Amount (RM): RM875.00
2. Date received: _________________________ Vote head: 26101 (CFP-M1)
3. Name of staff: __________________________
4. Signature: ___________________________
TRADE MEMBER REGISTRATION FORM - CFP CERTIFICATION COURSE

Please complete in "BLOCK LETTERS". (Please circle where applicable)

1. PARTICULARS OF APPLICANT

Name (Full name as in NRIC): ____________________________
New IC number / Passport No.: ____________________________
Correspondence Address: ________________________________

Date of Birth: ____________________________
Post Code: ____________________________

Mobile No.: ____________________________
Home Tel: ____________________________

Email address (Preferred): ____________________________
Email address (Alternate): ____________________________

Gender: Male / Female
Marital Status: Single / Married / Others
Race: Bumiputra / Chinese / Indian / Others

2. EDUCATION ATTAINED

University ____________________________
Qualification ____________________________
Year awarded ____________________________

Note: Please include certified true copy of degree

3. EMPLOYMENT

Name of Organisation: ____________________________
Job Title: ____________________________
Company's address: ____________________________

Post Code: ____________________________
Office No.: ____________________________
Fax No.: ____________________________

Industry Profile: INSURANCE_ UNIT TRUST_ BANK_ ACCOUNTANT_ ASSET MANAGEMENT_ FINANCE COMPANY_ TRUST _WILLS_ STOCK BROKING_ FINANCIAL ADVISORY_ NON FINANCE CORPORATION_ ACADEMIA_ STUDENT_ 

4. WORKING EXPERIENCE

Years of Experience: ____________________________
Industry (Eg. Insurance, Unit Trust): ____________________________
Position Held: ____________________________
Company: ____________________________

5. PAYMENT

Payment to: FINANCIAL PLANNING ASSOCIATION OF MALAYSIA

Application fee: □ RM50 - January to December □ RM25 - July to December

□ By Cash □ By Cheque: ____________________________

□ By Credit Card (Direct Debit) □ VISA □ MASTER □ AMEX (for AMEX card holder: 4 digit bank code on front of card _______ _______ _______ _______)

Card number: ____________________________
Card Expiry date: ____________________________

6. IMPORTANT NOTE

You are required to upgrade to Associate status within 3 months of passing Module 1, failing which you will be required to resit the Module.

7. DECLARATION (BY APPLICANT)

I hereby declare that all information is true to the best of my knowledge, and I understand FPAM reserves the rights to verify information I have provided in this form. I agree to adhere by FPAM's Professional Code of Ethics & Professional Responsibilities.

Signature: ____________________________ Date: ____________________________
Trade Member ID: ____________________________
Password: ____________________________ Date: ____________________________

Last update: November 2015
**REGISTRATION FOR THE CERTIFICATION PROGRAM EXAMINATIONS**

Complete in full using BLOCK LETTERS

This form must be submitted within the following timeframe:
- To FPAM: 7 weeks before the examination date
- 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.

<table>
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<tr>
<th>Name: Membership No: (Trade/Associate Member)</th>
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<th>Re-sitting</th>
<th>Exam Venue (pls circle)</th>
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<td>KL - KUALA LUMPUR</td>
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<td>PG - PENANG</td>
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<td>JB - JOHOR</td>
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**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 6. (Except for Challenge Status candidates).

c. All candidates must be enrolled in a CFP certification Program with an Approved Education Providers.

<table>
<thead>
<tr>
<th>Exam fees payable :</th>
<th>RM</th>
<th>Office Contact :</th>
<th>Mobile No. :</th>
<th>Fax No. :</th>
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<tbody>
<tr>
<td>Cash / Cheque No.</td>
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<tr>
<td>Credit Card No.</td>
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<td>Card type: VISA / MASTER / DINERS / AMEX</td>
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<tr>
<td>Card Expiry date:</td>
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<td>for AMEX card holder (pls provide 4 digits bank code on front of card)</td>
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Kindly make your cheque payable to **FINANCIAL PLANNING ASSOCIATION OF MALAYSIA**

**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.