

Hellenic American Union and H&F Analysis announce  
New preparation Course for the

**MiFID Compliant  
Regulatory Paper**

**FSA Approved**

UK's Chartered Institute for Securities & Investment

# Certificate in Investment Management CertIM

Equivalent to HCMC certificate: (γ') – Διαχείριση Χαρτοφυλακίου Πελατών

**Venue:**  
Hellenic American Union,  
Athens

**Dates:**  
7/2 – 18/4, 2011



**CertIM has been approved  
by the Hellenic Republic  
Capital Market Commission**

**The Certificate covers the following functions:**

- Managing investments
- Advising on and/or dealing in securities and derivatives
- Managing investments in relation to venture capital investments
- Advising on investments in the course of corporate finance business
- Overseeing administration functions in relation to managing investments
- Undertaking activities as a broker fund adviser



Organized by



**HELLENIC AMERICAN UNION**  
An educational public charity

Training Provider



Expert Training Advisor



## CISI's Level 3 Certificate in Investment Management – CertIM

CertIM is recognized by the FSA (UK's Financial Services Authority) and by the FSSC (UK's Financial Services Skills Council) as an appropriate examination for those who are managing and/or advising on investments. It is widely recognized and respected as a leading qualification, meeting the highest quality standards in the European market.

**CertIM was among the first foreign European certifications that was approved by the Hellenic Capital Market Commission**

### Who should attend:

- Investment directors, managers and analysts
- Senior Corporate Management
- Finance directors, financial officers
- Bank employees, brokers, traders
- Professionals engaging in fund management, corporate finance, venture capital, asset management, financial planning
- Financial Consultants
- Business school graduates

### How the Certificate benefits you:

- Candidates gain a certificate approved by the UK Regulator, Financial Services Authority (FSA), recognized by the No. 1 European financial market
- It is the most complete certificate in investment management offered in Greece
- Success qualifies candidates to join CISI as Associate members who enjoy unparalleled networking and social events within CISI
- It combines practical and analytical skills with an international perspective
- Candidates expand their skills in all related industry sectors
- Candidates gain recognition and acceptance as career professionals within the European market

### How the Certificate benefits your organization:

- Expand company's Know-How and demonstrates commitment in investing on human capital
- Certified executives provide a competitive edge against competition and show to clients the importance the organization places on investment management
- Recognized from all major financial institutions worldwide
- Facilitates international business
- Enhances organization's potential for new business development

### Requirements:

- No entry requirements. However candidates are expected to have some professional or academic exposure to business or investment related matters.
- Candidates are required to pass both modules (Module 1- Investment Management and Module 2-Regulation) in order to acquire the CISI Level 3 Certificate in Investments (Investment Management).

However separate certificates are issued when passing one of the separate modules.

### The Chartered Institute for Securities & Investment (CISI):

Established in February 1992 with the endorsement of the FSA (formerly the Securities & Investment Board), the Bank of England, the London Stock Exchange and the London International Financial Futures and Options Exchange (LIFFE), the Chartered Institute for Securities & Investment is the largest and most widely respected professional body, representing over 40,000 members and affiliates working in UK securities and investment industry.

Through membership CISI offers practitioners professional recognition and the confidence of employers, peers and clients that they have attained the highest possible standard within their industry sector.

### Some of the major firms using it:

- Bank of America
- Gartmore Investment Management
- Brewin Dolphin
- Goldman Sachs
- Brown Shipley & Co
- JP Morgan
- Bell Lawrie White
- Liberty Ermitage UK
- Close Wealth Management
- Royal Bank of Scotland
- Collins Stewart (CI) Ltd
- Smith & Williamson Investment
- Credit Suisse Asset Management
- Deutsche Bank
- UBS Global Asset Management

**H&F Analysis** through continuous training development and cooperation with Chartered Institute for Securities & Investment has acquired the CISI's Accredited Training Provider status in Greece.

H&F Analysis' instructors are trained and approved from Chartered Institute for Securities & Investment. They are chosen to be highly qualified, market oriented practitioners with hands-on experience, well acquainted with CISI's culture and methods.

Only CISI's approved instructors present preparation courses for the Certificate in Investment Management and use strictly CISI's copyrighted training material. H&F Analysis follows interactive teaching methods with the support of high-tech infrastructure and has so far achieved well above average passing rates for attending candidates.

### How to have this program conducted on-site at your location:

On-site training for own company employees can be offered according to present schedule or we can tailor a more intense and compressed training course (minimum 5-day crash course) to meet your company's requirements in less time.

## CISI's CertIM Preparation Course 2011

Attending the preparation courses designed by CISI approved professionals, candidates maximize chances to pass the rigorous exam and gain this supreme professional distinction.

The modular teaching and examination approach enables candidates to concentrate separately on regulation and technical material, expand their skills, strengthen weaknesses and thus increase their success potential.

**Module 1, Investment Management**, covers 46hrs of training on:

- Economics, financial mathematics and broad industry regulation
- Asset classes and financial markets
- Investment analysis, accounting and taxation
- Portfolio management and measurement

**Module 2, Regulation**, presented in 14hrs, covers:

- Regulatory environment and infrastructure
- Regulatory activities and market abuses
- EU directives and FSA handbook
- Conduct of business – rule and expectations

### Methodology

The combination of carefully prepared workbooks by industry professionals and the large data base of practice questions and mock exams in a stimulating learning environment, results in an across-the-board well above average pass-rate.

### Membership

Acquiring an CISI certificate you gain eligibility to become an CISI member and have the Institute's support to remain informed and competent throughout your career. Becoming an CISI member entitles you to:

- Attend free Continuous Professional Development (CPD) events and have access to online archives.
- Use designatory letters.
- Receive for free website updates on latest news and the bi-monthly magazine "Securities and Investment Review".
- Network with fellow professionals through social events and access to the Member's Directory.
- Free telephone legal advice via Law Express.
- Receive discounts on hotel rates, tickets and a diverse range of retail products and services.

For more information check [www.cisi.org.uk](http://www.cisi.org.uk) or e-mail: [studentmembership@cisi.org.uk](mailto:studentmembership@cisi.org.uk)

### CISI's CertIM fees:

Financial Regulation Unit Test	105 GBP
Investment Management Unit Test	155 GBP

Examination fees are paid directly to CISI. The Prep course is optional however thoroughly prepares candidates to pass this rigorous examination. Training fees are paid to the Hellenic American Union.

## Examination Logistics

Examinations are prometric and are given at Fulbright's testing centers in Athens and in Thessaloniki ([www.fullbright.gr](http://www.fullbright.gr))

## Syllabus

### Investment Management

Chapter 1 - Economics

- Microeconomics Theory
- Macroeconomic Theory

Chapter 2 - Financial Mathematics & Statistics

- Financial Mathematics
- Statistics

Chapter 3 – Industry Regulation

- Corporate Governance

Chapter 4 – Asset Classes

- Equities
- Fixed Interest
- Cash
- Derivatives
- Property

Chapter 5 – Financial Markets

- Stock Exchanges
- Dealing and Settlement
- International Markets
- Foreign Exchange

Chapter 6 – Accounting

- Basic Principles
- Balance Sheet
- Profit and Loss Account
- Cash-flow Statement
- Consolidated Company Reports
- Accounting Developments

### Course Dates & hrs

7/2 - 21/3/2011

Mon & Wed 18:00-21:00

Sat 19/2 & 12/3 9:00-14:00

Chapter 7 – Investment Analysis

- Fundamental and Technical
- Ration Analysis
- Yields and Ratios
- Valuation

Chapter 8 – Taxation and Trusts

- Corporation Tax
- Personal Taxes
- Overseas Taxation
- Trusts

Chapter 9 – Portfolio Management

- Risk and Return
- Role of the Portfolio Manager
- Fund Characteristics

Chapter 10 – Performance Measurement

- Performance Benchmarks
- Performance Attribution
- Performance Measurement

### Regulation

Chapter 1 – Regulatory Environment

Chapter 2 – Financial Services and Markets Act 2000

Chapter 3 – Associated Legislation and Regulation

Chapter 4 – European Union Legislation

Chapter 5 – Contact of Business Sourcebook / Client Assets

Chapter 6 – Complaints and Redress

### Course Dates & hrs

4 - 18/4/2011

Mon & Wed 18:00-21:00

## Equivalent to Hellenic Capital Market Commission's Certificate:

(γ') – Διαχείριση Χαρτοφυλακίου Πελατών

CISI's CertIM prep Course 2011  
is sponsored by the OAED-LAEK 0,45%  
subsidy program

To register for the CISI's Certificate in Investments Preparation Course, please contact:

Hellenic American Union  
Tel: 210-3680907, Fax: 210-3633174, email: [etsirigoti@hau.gr](mailto:etsirigoti@hau.gr)

# Registration Form



HELLENIC AMERICAN UNION

An educational public charity

Send by fax to: 210-3633174

I wish to register for the CISI's Certificate in Investment Management Preparation Courses:

Module I - Investment Management 46 hrs Course Fee: €1650  
Dates: 7/2 - 21/3, 2011

Module II - Regulation 14 hrs Course Fee: €550  
Dates: 4 - 18/4, 2011

## SAVE MONEY

Module I & II (Investment Management & Regulation) 60 hrs Course Fee: €1950

In order to guarantee a place on the course, delegates are kindly requested to register at **least 10 working days before the course.**

An invoice will be sent upon receipt of registration form. Please note that payment must be received prior to the course start.

**Discounts are available for group bookings. For more information, please call the Hellenic American Union.**

## Personal Details (Please print clearly)

First Name:.....

Family Name:.....

Company:.....

Position/Title:.....

Address:.....

City:.....

Postal Code:.....

Tel.:.....Fax:.....

E-mail:.....

## Payment Details

Payments are made to the Hellenic American Union: by credit card by filling out the form below, by cheque made payable to Hellenic American Union or bank deposit: For bank deposit/transfer information please contact the Hellenic American Union.

Please always quote the invoice number which you will receive once you have registered, or alternatively please quote your company's name or the delegates name in the transfer instructions.

Please invoice my company

Cheque

Bank Deposit/Transfer

Please charge my credit card:

Visa

Mastercard

Diners

## Invoice Details

Company Name:.....

Area of Business:.....

Address:.....

City:.....

Postal Code:.....

Tel.:.....Fax:.....

Tax Id. Nr.:.....Tax Registration Office:.....

I/We understand and accept the registration and cancellation policies and procedures, and the protection of personal and credit card data policy.

Signature/company seal

Date

## Cancellation Policy

A full refund will be given for cancellation requests received up to 10 working days before the event. Cancellations must be made in writing (letter or fax) and reach this office before the 10 working days deadline. Delegates who cancel less than 10 working days before the event, or who don't attend, are liable to pay the full course fee and no refunds can be given. A replacement is always welcome.

**Disclaimer:** Hellenic American Union reserves the right to change or cancel any part of its published programme due to unforeseen circumstances.

**Confidentiality:** The information you provide will be safeguarded by the Hellenic American Union, who may use it to keep you informed of relevant products and services. If you do not wish to receive this information from the Hellenic American Union by telephone , fax , e-mail , or mail , please check the appropriate box and send this form to the Hellenic American Union, Fax nr: 210-3633174 or notify us at tel: 210-3680927, or notify the person in charge of sending this information. We will ensure that you do not receive any further information, unless you instruct us otherwise. In accordance with the Greek and European Law, your personal data as well as your credit card data is subject to strict confidentiality. Under no circumstances will personal or credit card data be communicated to third parties (legal or natural entities). Your credit card will be charged only once, with the fee that corresponds to the program you plan to attend. Your credit card data is neither recorded nor used for any other purpose apart from collecting the registration fee. The Hellenic American Union cannot be held responsible for any processing of clients' data made by the Bank which has issued the card. For any questions regarding such matters you should contact the Bank that has issued your credit card directly. You bear the responsibility for the accuracy of the credit card details you provide, and specifically, by signing the registration form, you: a) accept the transaction, b) declare that the data is correct, c) declare that you are the owner of the credit card, or you are authorized by the owner of the card to use it for this specific transaction, d) confirm that there are sufficient funds to cover the registration fee, and e) accept that in case of fraudulent use of the credit card data you will be held legally responsible.

**INFORMATION:** Hellenic American Union, Tel.: 210-3680907, Fax: 210 3633174, e-mail: etsirigoti@hau.gr, www.hau.gr/management