

CERTIFIED FINANCIAL PLANNER (CFP®)

Course	Certified Financial Planner
Instructor	Certified American Academy Instructor
Recognition	CHEA, ICE, ANSI, ACBSP, DIKTI
Descriptions	Financial Planning is a field which crosses many different learning areas and integrates knowledge from these learning areas. The curriculum has been designed according to the international curriculum standards as set out by the international body which namely, the American Academy Financial Management and the Global Academy of Finance and Management (GAFM). A financial planner or personal financial planner is a professional who prepares financial plans for people. These financial plans often cover cash flow management, retirement planning, investment planning, financial risk management, insurance planning, tax planning, estate planning and business succession planning (for business owners). Financial planning should cover all areas of the client's financial needs and should result in the achievement of each of the client's goals as required, and this demands for a professional and reliable consultant in the field. The AAFM® certification process, administered by GAFM Board, identifies to the public that those individuals who have been authorized to use the AAFM® certification marks in the globe have met rigorous professional standards and have agreed to adhere to the principles of integrity, objectivity, competence, fairness, confidentiality, professionalism and diligence when dealing with clients. The course is enriched with actual financial planning case studies which are aimed toward the enhancement of participants knowledge and the financial planning insights, and capability to cope with professional certification.

Durations	3 Days
Objectives	Upon completing this course, the participants shall benefits of the training such as: • Gain a firm grasp of financial planning concepts. • Obtain an introduction to the financial planning profession and the practice of personal financial planning by professional planners. • Understand time value of money concepts and the calculations to support them. • Learn about financial planning and risk management and a working knowledge of risk management/insurance technique • Apply financial planning knowledge in an integrated approach to real-life financial planning situations; • Advise individuals, families, and small businesses on a variety of complex financial issues; • Develop and maintain tailored and comprehensive financial plans; • Become informed, competent, and ethical financial planners and leaders in the financial planning industry. • Prepared to take the CFP[®] certification and examination from AAFM and GAFM
Target Audience	• Professionals who have worked as a financial advisor or planner • Students who want to the option to take classes from anywhere "on the go" • People comfortable with technology and those that are highly self-motivated
Duration	3 Days

Course Contents and Descriptions

Module 1: Introduction to Financial Planning – This module is comprehensive and offers a complete overview of the financial planning process. It focuses on a globally accepted six-step financial planning process: general principles of cash-flow planning, budgeting, legal aspects of financial planning and acquaints the students with concepts of risk management, investments, insurance, retirement solutions, tax and estate planning, which are covered in greater detail in the subsequent five modules.

Module 2: Risk Analysis and Insurance Planning – This module examines the principles of Risk Analysis and Insurance Planning to identify a client's risk exposure and accordingly select appropriate risk management techniques. The module reviews basic insurance products, pertaining to both general and life insurance; analyzes various insurance needs, such as medical, disability, life and general insurance and finally determines the type and amount of insurance best suited to the client's situation and needs.

Module 3: Retirement Planning and Employee Benefits – This module assesses the significance of retirement planning, teaches analysis techniques, review of retirement employee benefits (such as EPF, PPF, Superannuation Fund etc.) and the process to be adopted while developing a retirement plan. It focuses on imparting students' appropriate skills, enabling them to identify retirement needs of the client and recommend appropriate retirement solutions for a happy and tension-free retired life.

Module 4: Investment Planning – This module trains students in understanding the client's investment needs and risk appetite and providing suitable solutions aimed at wealth creation. It reviews all categories of investments, client evaluation methods, and economic factors, risk and return analysis, valuation techniques, asset allocation procedures and portfolio performance assessment. Various techniques and concepts used in portfolio construction and management are also examined.

Module 5: Tax and Estate Planning – This module aims to enhance the student's knowledge in the realm of personal taxation and tax planning, by providing a synopsis of the key tax components. Estate planning sub-module introduces the student to the process of developing an estate plan, including assessment of important techniques of estate planning: wills, gifting schemes, powers of attorney and joint property ownership.

Module 6: Advanced Financial Planning – The final module builds upon the knowledge gained in the previous modules and incorporates all aspects of personal finance that are vital for developing a comprehensive financial plan. Students are taught the steps necessary for collecting and evaluating client data, developing, recommending and executing appropriate strategies and also important aspects related to ongoing monitoring and evaluation of financial plans. Review of the legal, ethical and regulatory issues affecting financial planners is also covered.		
Case Studies	Case-based discussions will be conducted with topics related to the subjects of training. Exam exercises and questions evaluation.	