

# Financial Markets Structuring & Advisory Course (Virtual Classroom) – Programme Code: P200420KEQ and Financial Training Scheme Registration Form

To register, kindly complete this form and email to ACI Singapore at [enquiry@acisin.com](mailto:enquiry@acisin.com)

## 1. FINANCIAL INSTITUTION INFORMATION

Financial Institution name in full
Financial Institution's Registered Address

## 2. CANDIDATE'S INFORMATION

Please **print clearly** in **BLOCK LETTERS** and complete **all** the fields. Please tick/circle where applicable.

<b>Name as in NRIC or Passport</b> (Dr/Mr/Mrs/Ms)		
Office Address		
Designation	Department	Join date (mm/yy)
Mobile Phone No	Office Telephone No	
<b>Your Office Email Address (for official email correspondence in relation to this course)</b>		
Gender: Male / Female	Age	
Nationality	Country of Birth	
Please provide one of the following, where applicable: For Singapore Citizen, your NRIC Number: _____ For Singapore Permanent Resident, your UIN Number: _____ For Singapore-based Foreigners, your valid Foreign Identification Number: _____		

## 3. PLEASE LIST YOUR PROFESSIONAL QUALIFICATIONS: UNIVERSITY / COLLEGE / POLYTECHNIC & OTHERS

From (mm/yy)	To (mm/yy)	Name of Institution, Country	Qualifications achieved

## 4. FINANCIAL TRAINING SCHEME – ELIGIBLE

This programme is approved and eligible for Financial Training Scheme (FTS) funding support subject to all eligibility criteria being met, including a 90% funding support for training programmes commencing between 8 April 2020 and 31 Dec 2021 (both dates inclusive) + 5% additional subsidy (in the form of IBF Credit) for training programmes commencing between 8 April 2020 and 31 December 2020 (both dates inclusive), and completed no later than 31 March 2021. Grant cap of S\$2,000 is applicable per participant per programme. Please note that only Financial Institution-sponsored individuals; and Singapore Citizens or Singapore Permanent Residents, physically based in Singapore; and successfully passed the course assessment and attendance criteria are eligible for Financial Training Scheme (FTS) funding support.

For more information on the eligibility criteria for FTS funding support, please refer to the link: <https://www.ibf.org.sg/programmes/Pages/IBF-FTS.aspx>

Please note the following:

- ACI Singapore will apply for reimbursement directly from IBF Singapore (where applicable).
- In no way does the above represent an endorsement of the quality of the training provider and programme. Participants are advised to assess the suitability of the programme and its relevance to participants' business activities or job roles.

**5A. DECLARATION** (This section is to be confirmed by Financial Institution's authorized signatory)

I declare that the information provided in this application form are true to the best of my knowledge and belief and that I have not wilfully suppressed any material fact. I also understand that if after the approval of the application, it is found that I have made a false declaration or wilfully suppressed material facts, the subsidy awarded will be recovered.

Name of Financial Institution's Authorised Signatory (Dr/Mr/Mrs/Ms)		
Designation & Department	E-mail	Tel No.
Authorised Signature & Date of Approval <i>(unsigned applications will not be processed)</i>	Financial Institution Stamp <i>(without Financial Institution stamp, application will not be processed)</i>	

**5B. FOR COURSE BILLING PURPOSE & STAFF IN CHARGE OF HANDLING THIS APPLICATION**

Contact Person of Personnel/Human Resource/Secretary (Dr/Mr/Mrs/Ms)		
Designation	E-mail	Tel No.
<b>Financial Institution name in full (for billing)</b>		
Mailing Address		
<i>For Official Use: Processed by / authorized signature / date</i>		

# APPLICATION GUIDELINES (FOR FINANCIAL INSTITUTIONS)

## 1. ADMISSION CRITERIA

Candidates who are applying for the Financial Markets Structuring & Advisory Course (Virtual Classroom) should possess at least diploma, degree or professional qualification and relevant working experience in order to fully reap the benefits of this training programme. The course is designed for middle to senior level executives in the financial markets with strong understanding of relevant interest rate and foreign exchange products.

In conjunction with the T&Cs for IBF FTS/Core CPD, participants attending Virtual Classroom programme must have PC, laptop or devices with camera & microphone functions for training session usage. The requirement to conduct random checks on attendance, identity & record sessions by the Training Provider for IBF auditing.

## 2. APPLICATION INFORMATION AND SUBMISSION GUIDELINES FOR PARTICIPANTS WHO ARE SPONSORED BY THEIR INSTITUTIONS

In order to avoid delay in processing, please note the following:

1. ACI Singapore will allocate on a first-come, first-serve basis. To reserve places, applicants are **encouraged** to email their completed application forms to ACI Singapore through their HR Learning & Development contact person, who will acknowledge by return email and provisionally allocate places.
2. ACI Singapore will inform applicants via email or their HR Learning & Development contact person, the place allocations accordingly.
3. ACI Singapore will send an invoice to the institution's contact person handling the form application to request for the applicants' course fees.
4. You are encouraged to photocopy a set of the duly completed application form for your own record.

## 3. COURSE FEE

The course fee for the Financial Markets Structuring & Advisory Course ( Virtual Classroom ) is S\$2,700 (nett fee is **S\$889** after **FTS** funding grant plus S\$189 **GST**) per person. Please note that only Financial Institution-sponsored individuals; and Singapore Citizens or Singapore Permanent Residents, physically based in Singapore; and successfully passed the course assessment and attendance criteria are eligible for Financial Training Scheme (FTS) funding support.

The course fee covers tuition and course materials, structured at ACI Singapore's discretion. ACI Singapore will send an invoice to the institution's contact person handling the form application to request for the applicants' course fees.

## 4. PAYMENT METHODS

### a. Interbank Payment/Transfer: -

Account No.	:	001-001368-8
Bank Account Name	:	ACI Singapore – The Financial Markets Association
Bank Name/No.	:	DBS Bank / 7171
Branch Name/No.	:	MBFC / 001

*For Interbank Giro, please send us a credit advice once payment has been effected.*

### b. Payment by PayNow: -

1. Scan QR Code to pay



OR

1. Choose option for send via **"Unique Entity Number"** and enter UEN Number: **S72SS0038G**
2. Click **"NEXT"** once you see ACI Singapore PayNow Payee details on screen. **\*Please indicate your name as a reference in the PayNow transaction**

## **5. CANCELLATION**

If the applicant is unable to attend the course, his/her institution may nominate another staff to attend the course in his/her place, the latest by 5 working days before the class commencement date. The course fee will not be refunded for cancellation.

While every effort has been made to organize the course as indicated in this course application form, ACI Singapore reserves the right to make any changes as necessary.

## **6. CONTINUING PROFESSIONAL DEVELOPMENT (CPD) SCHEME**

This course is under IBF's CPD scheme. Total CPD hours: 12.5

## **7. Disclaimer**

ACI Singapore reserves the right to turn down applicants and is not obliged to offer an explanation for the non-admission of unsuccessful candidates.