WMI ADVANCED CERTIFICATE IN TRUST SERVICES

Wealth protection and preservation have taken on a new importance in response to the current global financial crisis. Estate planning, succession and protection of family wealth are recognised as goals to be achieved by high net worth individuals and their families. The WMI Advanced Certificate in Trust Services (ACTS) programme equips participants with advanced level knowledge, practical techniques and strategies to achieve clients' long-term succession and wealth preservation objectives.

The ACTS programme is designed in line with the Financial Industry Competency Standards (FICS) administered by the Institute of Banking & Finance (IBF) in the area of Wealth Management: Trust Administration (Job Roles V & VI) and Trust & Estate Planning (Job Role V).

Practitioners who successfully complete the programme and with the requisite experience can apply to IBF to be certified a "FINANCIAL INDUSTRY CERTIFIED PROFESSIONAL" or "FICP" and be granted recognition as having achieved the highest standard of professionalism in the Singapore wealth management industry.

PROGRAMME STRUCTURE AND CURRICULUM

The WMI Advanced Certificate in Trust Services (ACTS) programme will span 4 weeks and comprise 2 modules in Advanced Trust Administration (ATA) and Advanced Trust & Estate Planning (ATEP). Classes incorporate a case study and team exercise format to facilitate optimal exchange of ideas, techniques and solutions between instructors and participants.

This programme is designed to highlight best practices, legislation, law, codes of conduct, regulations, guidelines and day-to-day challenges faced by senior managers and supervisors working in the Singapore international trust management environment.

ATA Module

Client Acceptance Review
- Working with teams
- Performing client acceptance review

Managing Assets & Distributions
- Administration & Monitoring of Trust Portfolios
- Distributions of Discretionary Trusts

Administering Changes & Termination
- Variation, Revocation & Termination of Trusts
- Use of legislative authority

Regulatory Review & Compliance
- Principles of Trust & Estate Planning
- Trust & Estate Planning Legislation and Industry Codes of Practice

Managerial Oversight
- Key Business Risks
- Workplace Policies and Procedures

ATEP Module

Fiduciary Responsibilities & Obligations
- Key Business Risks
- Workplace Policies & Procedures
- Legislative Regulatory & Industry Requirements

Dynasty Planning with Trusts: Needs, Products & Solutions
- Singapore Regulatory Dimensions
- Understanding the Clients' Needs
- Understanding Trust Products & Solutions
- Deploying a Private Trust Company for a Family Office Solution

COURSE ASSESSMENT

Participants will be taught by highly qualified senior practitioners from the Singapore fiduciary services industry, and assessed on their proficiency in the topics.

Participants who have successfully completed all modules and passed all assessments will be awarded:

- WMI Advanced Certificate in Trust Services
- Statements of Attainment (SOAs) issued by IBF in the areas of Wealth Management for:
  - Trust Administration
  - Trust & Estate Planning

CURRICULUM AND LEARNING OUTCOMES

A. Learning outcomes will focus on confirming competency of participants in the following Trust Administration areas:

- Acquire clients and perform clients' acceptance review
- Manage trust assets
- Manage distributions
- Vary, revoke and terminate trusts
- Acquire and apply trust and estate planning industry and product knowledge
- Comply with trust and estate planning legislation, regulations and industry codes of practice
- Perform control and monitoring functions

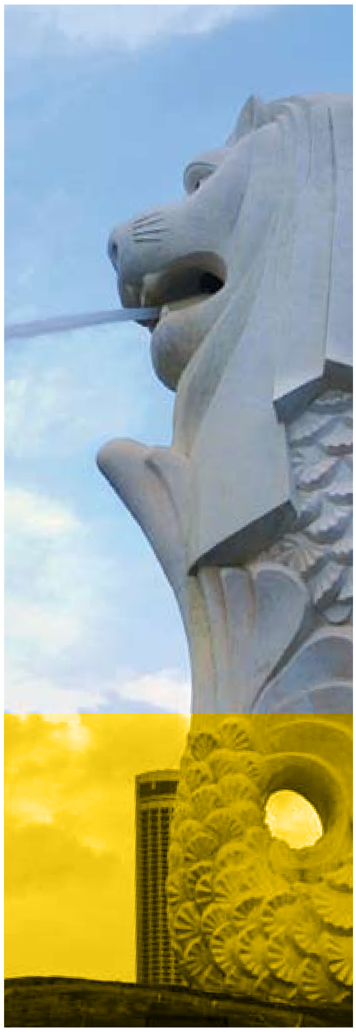
B. Learning outcomes will focus on confirming competency of participants in the following Trust & Estate Planning areas:

- Perform clients' needs analyses and develop recommendations
- Implement recommendations
- Acquire and apply trust and estate planning industry and product knowledge
- Comply with trust and estate planning legislation, regulations and industry codes of practice
- Perform control and monitoring functions

WHO SHOULD APPLY

The WMI Advanced Certificate in Trust Services Programme is specially designed for the following individuals:

- Singapore Licensed Trust Company Directors, Senior Managers & Supervisors
- Senior Private Bankers, Wealth Planners and Trust & Estate Practitioners
- Senior Trust Administration Professionals
- Succession and Estate Planners, Lawyers and Accountants
- TCA Resident Managers
- TCA-NO3 AML / CFT Compliance Officers



ADMISSION CRITERIA

The minimum entry requirements for admission to this Advanced Certificate (ACTS) are (a) acceptable tertiary qualifications or professional qualifications and (b) either completion of WMI Certificate in Trust Services or STEP's Diploma in International Trust Management or STEP Full Membership and (c) at least 3 years of relevant practitioner experience in the trust business, or in advising tax and estate planning as a legal counsel, private banker, investment advisor, accountant, related secretarial professional, or trust administrator. Qualifications are to be confirmed by interview and review of appropriate evidence of background.

HOW TO APPLY

Mail the application form with the application fee and all the required supporting documents to the Wealth Management Institute. Early application is encouraged.

The Admissions Committee will only review applications that are duly completed. Shortlisted applicants may be contacted for interviews.

Singapore Trustees Association

This course is endorsed by the Singapore Trustees Association.

FINANCIAL INDUSTRY COMPETENCY STANDARDS

The Wealth Management Institute is appointed as a Lead Provider of accredited training & assessment programmes under the Financial Industry Competency Standards for Trust Administration and Trust & Estate Planning.

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