



WMI CACS PREPARATORY COURSE 2012

Application Form (April – June 2012)

Course Objective

The CACS Preparatory Course is to help Covered Persons prepare for the CACS assessment.

Instructions

Please read all instructions carefully before completing the required forms. To avoid delays in the application process, please complete each section and furnish us with the relevant documents as required. All information furnished will be kept in strict confidence.

Step 1:

Please send, by postal mail, the completed **Application Form** and a photocopy of the NRIC (for Singaporeans); or Employment Pass (for Singapore Permanent Residents and/or Singapore-based foreigners) for all nominated candidates to:

Wealth Management Institute
60B Orchard Road
#06-18, Tower 2
The Atrium@Orchard
Singapore 238891

Step 2:

Download the **WMI CACS Preparatory Nomination Form** via <http://www.wmi.com.sg/cacs.html>. Please email the completed form to exec.devt@wmi.com.sg by the application deadline of each intake of the course.

WMI CACS Preparatory Courses (April – June 2012)

Please indicate (✓) below the intake in which you wish to enrol the nominated candidate(s):

For Corporate Sponsorship			For Self Sponsorship		
Name of Sponsoring Company / Institution			Name of Candidate as in NRIC / Employment Pass (Dr / Mr / Mrs / Ms)*		
(✓)	Intake	WMI CACS Preparatory Course Date & Time	Application Deadline	Period for Withdrawal with Penalty**	No. of Nominated Candidate(s) (For Sponsoring Company / Institution Only)
	Intake 7	19, 20, 23 April 2012; 9am – 5pm 24 April 2012; 9am – 12pm	28 March 2012	29 Mar – 18 Apr 2012	
	Intake 8	17, 18, 21 May 2012; 9am – 5pm 22 May 2012, 9am – 12pm	25 April 2012	26 Apr – 16 May 2012	
	Intake 9	7, 8, 11 June 2012; 9am – 5pm 12 June 2012; 9am – 12pm	17 May 2012	18 May – 6 Jun 2012	

*Please delete accordingly.

**Any changes to nomination of candidates have to be submitted in official writing to WMI Senior Management fourteen (14) working days before the course commencement date, otherwise the 100% cancellation penalty will be applicable.

Course Fees

The WMI CACS Preparatory Course fees are subject to applicable GST and are *non-refundable*.

WMI CACS Preparatory Course	Fees before FSDF funding	Estimated Fees after FSDF funding[†]
Total Programme Fee [#]	S\$2,000.00	S\$600.00

[#]All fees are indicative and subject to change at WMI's sole discretion.

[†] *The Financial Sector Development Fund (FSDF) grant support for the WMI CACS Preparatory Course **is a one-time claimable grant subject to the candidate's successful completion of the CACS assessment.** WMI does not offer any guarantee that any candidate will be able to pass the CACS assessment after completing the course. Candidates may apply for the 70% grant support under the Financial Industry Competency Standards (FICS) Training and Assessment Scheme[^]. The grant does not support GST except for non-company sponsored candidates. The grant is disbursed on a reimbursement basis and subject to eligibility criteria, and terms and conditions.*

[^] *Financial sector organisations sponsoring Singapore-based candidates may obtain the FSDF grant support for FICS accredited training and assessment programmes. Organisations can obtain the prescribed funding application forms from and submit the forms to the FSDF Secretariat, Monetary Authority of Singapore, via fsdf@mas.gov.sg. Self-sponsored candidates (Singaporeans or Singapore permanent residents) may approach the WMI for more information on their claims. For more details on the Scheme, please refer to the brochure at www.wmi.com.sg.*

Modes of Payment

Upon accepting the WMI's offer of placement in the course(s), the sponsoring company/institution is required to pay the full applicable course fee by:

- Cheque in favour of "Wealth Management Institute Pte Ltd" to be sent to:
Wealth Management Institute
60B Orchard Road
#06-18, Tower 2
The Atrium@Orchard
Singapore 238891
- Telegraphic transfer to:
Account Name : Wealth Management Institute Pte Ltd
Account No. : 003-900889-9
Bank : DBS Bank Ltd
Branch : Shenton Way, Singapore
Swift Code : DBSSSGSG

For more information, please reach us at (65) 6828 6988 or exec.devt@wmi.com.sg.



DECLARATION (For Corporate Sponsorship)

- I/We declare that the information provided in the WMI CACS Preparatory Course Application Form, Nomination Form and sheets attached hereto are true to the best of my/our knowledge and belief, and that I/we have not willfully suppressed any material fact. I/We also understand that if after the approval of the application, it is found that I/we have made a false declaration or willfully suppressed material facts, I/we may be required to withdraw from the programme, any tuition fee paid will not be refunded and monies awarded under the FSDf for FICS Training and Assessment Scheme, if any, will be recovered.
- I/We understand that the offer of admission by WMI and funding under the FSDf for the FICS Training and Assessment Scheme are conditional upon my/the nominated candidates satisfying all prevailing criteria for admission and funding support.
- I/We understand that while WMI is confident that the course will add value to my/the nominated candidates' preparation for the CACS assessment, no guarantees can be given that I/the nominated candidates will pass the CACS assessment after completing the course.
- I/We understand that the nominated candidates have to fulfill the 100% attendance requirement to be awarded the *WMI CACS Preparatory Course Certificate of Attendance*.
- I/We understand that it is WMI's policy not to waive/refund 100% of the monies charged/paid for the course fee should any nominated candidate(s) withdraw from the course fourteen (14) working days before the course commencement date.
- I/We understand that any changes to the nomination of candidates have to be submitted in official writing to WMI Senior Management fourteen (14) working days before the course commencement date, otherwise the 100% cancellation penalty will be applicable.
- I/We understand that any Monetary Authority of Singapore subsidies for the WMI CACS Preparatory Course are solely subject to the applicable criteria and discretion of the Authority.

For the Human Resources / Compliance Department of Sponsoring Company/Institution:

Name of Authorised Signatory (Dr / Mr / Mrs / Ms)*	Designation & Department
Authorised Signature	Company Stamp & Date (dd/mm/yy)

**Please delete accordingly.*

Name of Contact Person (Dr / Mr / Mrs / Ms)*	Designation & Department
Tel	Company Mailing Address
Fax	
Email	

**Please delete accordingly.*

For Official Use

<input type="checkbox"/> AC	Processed by:
	Contact No.:
	Signature & Date:



DECLARATION (For Self Sponsorship)

- I declare that the information provided in the WMI CACS Preparatory Course Application Form, Nomination Form and sheets attached hereto are true to the best of my knowledge and belief, and that I have not willfully 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 willfully suppressed material facts, I may be required to withdraw from the programme, any tuition fee paid will not be refunded and monies awarded under the FSDF for FICS Training and Assessment Scheme, if any, will be recovered.
- I understand that the offer of admission by WMI and funding under the FSDF for the FICS Training and Assessment Scheme is conditional upon me satisfying all prevailing criteria for admission and funding support.
- I understand that while WMI is confident that the course will add value to my preparation for the CACS assessment, no guarantees can be given that I will pass the CACS assessment after completing the course.
- I understand that I will have to fulfill the 100% attendance requirement to be awarded the *WMI CACS Preparatory Course Certificate of Attendance*.
- I understand that it is WMI's policy not to waive/refund 100% of the monies charged/paid for the course fee should I withdraw from the course fourteen (14) working days before the course commencement date.
- I understand that any changes to my enrolment has to be submitted in official writing to WMI Senior Management fourteen (14) working days before the course commencement date, otherwise the 100% cancellation penalty will be applicable.
- I understand that any Monetary Authority of Singapore subsidies for the WMI CACS Preparatory Course are solely subject to the applicable criteria and discretion of the Authority.

For Self-sponsored Candidate:

Name of Candidate as in NRIC / Employment Pass (Dr / Mr / Mrs / Ms)*		Mailing Address	
Tel	Fax	Email	
Candidate's Signature			
Date (dd/mm/yy): / /			

**Please delete accordingly.*

For Official Use

<input type="checkbox"/> AC	Processed by:
	Contact No.:
	Signature & Date: