



# CFMP™

## CERTIFIED FINANCIAL MANAGEMENT PLANNER Professional Qualification Programmes

「專業財富管理師」專業資格課程

CFMP™






### QF Level 5

#### Professional Diploma in Financial Planning and Management for CFMP™ (QR no. 16/001003/L5) # \*

- Financial Planning and Wealth Management 
- Investment and Asset Management :  
Alternatives and Wealth Solutions 
- Investment and Asset Management :  
Theory and Product Solutions 
- Insurance and Retirement Planning 



#### Advanced Diploma in Financial Planning

- Essentials of Banking and Financial Planning 
- Investment Products and Markets 
- Regulatory Environment for Banking and  
Financial Planning 

# All qualifications are accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), with validity from 1 December 2016 to 30 November 2020.

\* The Program is a Specification of Competency Standards (SCS) based programme.



Please visit our  
website for CFMP™  
Programme details



資歷架構  
Qualifications  
Framework

## Pursuing a Professional Banking Qualification

For those wishing to pursue a successful banking career in Hong Kong, attaining HKIB accredited qualifications is a sign of commitment to reaching the highest standards. With the banking industry increasing in complexity and evolving at a fast rate, individuals with a badge of excellence will stand out. The depth and ongoing development of the HKIB qualifications ensures clear credentials for high achievers.

## Recognition of HKIB Professional Banking Qualifications

The qualifications offered by HKIB have received solid market recognition.

### Supervisory Policy Manual Module CG-6 issued by HKMA

The Supervisory Policy Manual Module CG-6 issued by the Hong Kong Monetary Authority (HKMA) in 2011 addresses "Competence and Ethical Behaviour" of banking staff, in which "Certified Financial Management Planner" (CFMP™) are recognised as relevant programmes for competency enhancement and assessment.

### Qualifications Framework by HKCAAVQ

HKIB's Professional Diploma in Financial Planning and Management for CFMP™ has been officially accredited at Level 5, within the Qualifications Framework (QF) by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ). (QR registration no. 16/001003/L5)

The Program is a Specification of Competency Standards (SCS) based programme. The learning content is encompassing all relevant Units of Competency (UoCs) drawn from the SCS of banking industry.

## Becoming a Certified Financial Management Planner (CFMP™)

### Training Programme:

The CFMP™ professional qualification training programmes are suitable for those wishing to acquire essential banking knowledge to jumpstart their banking and financial careers, or provide a strong foundation for those in the early stages within the industry. There are two stages consisting of seven subjects in the CFMP™ Program:

#### Stage 1

M1 – Regulatory Environment for Banking and Financial Planning

M2 – Investment Products and Markets

M3 – Essentials of Banking and Financial Planning

#### Stage 2

M4 – Insurance and Retirement Planning

M5 – Investment and Asset Management: Theory and Product Solutions

M6 – Investment and Asset Management: Alternatives and Wealth Solutions

M7 – Financial Planning and Wealth Management

### Examination:

Before proceeding to the examinations, participants must first complete the respective training programmes. Candidates are required to pass the examinations of Module 1 to Module 6 before attempting the examination of M7 – Financial Planning and Wealth Management. After passing the final Module 7 examination, participants will be awarded the "Professional Diploma in Financial Planning and Management for CFMP™". Please refer to "CFMP Examination Handbook" on the HKIB website for more details.

### Working Experience Requirement:

Participants will be awarded the professional banking qualification designation of CFMP™ after gaining 2 years of relevant working experience in the banking and financial field.

### Continuing Professional Development:

All CFMP™ holders are required to comply with the HKIB Continuing Professional Development (CPD) Scheme. Each individual must fulfill **15 CPD hours every calendar year** (1 January to 31 December)

## Suitable For

New entrants or existing practitioners in the banking and financial planning industry who wish to advance their careers with recognised professional development in the field of wealth management

## Entry Requirements

Candidates must be an HKIB Individual Member AND:

- Hold an Associate Degree or equivalent; OR
- Be a Mature Applicant (aged 21 or above) with at least 2 years of Banking and Finance working experience (will be assessed on a case-by-case basis)

## Medium of Programme

- Classroom training with combination of Cantonese and English
- All the examination questions are set in **English** only.



Please visit HKIB website for CFMP handbook

## Application

Please visit the HKIB website for application details of membership, training programme and examination.

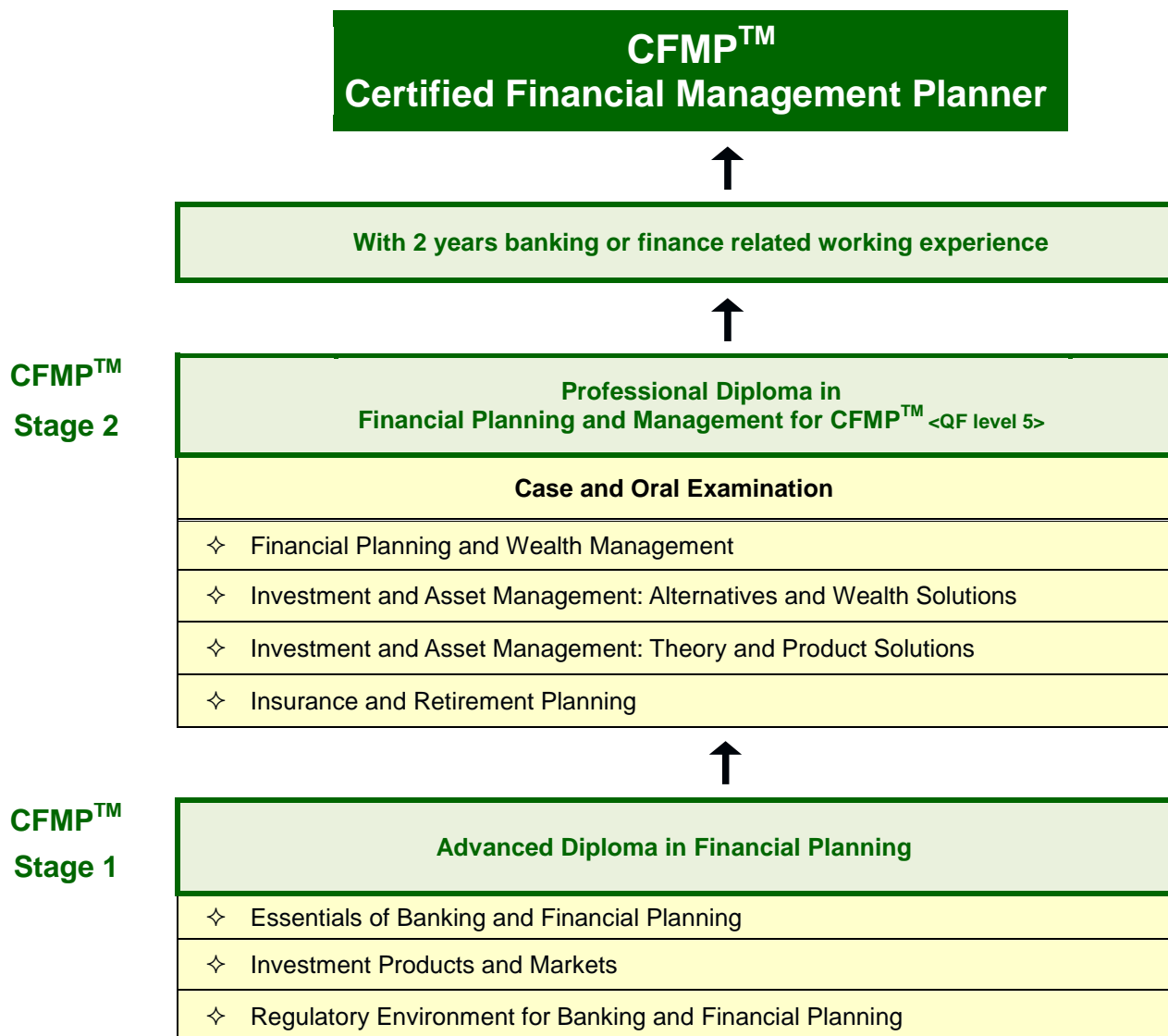
## Contact Us

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# Programme Content

CFMP™

With 2 years banking or finance related working experience

## Advanced Diploma in Financial Planning

### Module 1 - Regulatory Environment for Banking and Financial Planning



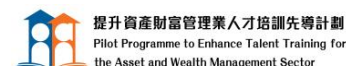
#### **Learning Outcomes**

- To provide candidates with an understanding of the regulatory framework and rules and regulations governing the financial services industry
- To examine in greater details the Securities and Futures Ordinances and the its subsidiary legislation
- To enhance candidates' working knowledge on regulatory requirements in relation to business conduct and client relations

#### **Programme Outlines**

- Regulatory Framework of the Financial Services industry in Hong Kong
  - Legal Principles of Hong Kong Law
  - The Legal and Regulatory Regime
- Securities and Futures Ordinance
  - Fundamentals of Securities and Futures Ordinances (SFO)
  - Major Subsidiary Legislation under the SFO
- Business Operations and Practices
  - Licensing Regime
  - Regulated Activities under SFO
  - Management and Supervision
  - Prevention of Money Laundering
  - Protection of Customer Data
  - Trading of Securities
  - Market misconduct and improper trading practices
  - SFC authorized investment products and services
  - HKMA Guidelines on sale of investment products
- Business conduct and client relations
  - Code of Conduct under SFC
  - Practitioner's Code of Conduct

### Module 2 - Investment Products and Markets



#### **Learning Outcomes**

- To provide candidates with an understanding of the global and Hong Kong financial systems and markets
- To provide candidates with fundamental knowledge in different kinds of investment products and markets
- To examine in greater detail the techniques of securities analysis and investment
- To provide candidates with an understanding of the basic concept of portfolio theory

#### **Programme Outlines**

- Global Financial Markets
  - Overview of the global financial market
  - The Hong Kong financial market
  - Selecting securities investments in the global market and national markets
- Hong Kong Financial Markets and Instruments
  - Equity, debt, foreign exchange, derivatives market
  - Equity, debt and derivatives market in Hong Kong
- Securities Investment
  - Overview of global securities markets
  - Overview of the Hong Kong securities market
  - The Stock Exchange of Hong Kong
  - Participants in the Hong Kong securities markets
  - Securities investment in Hong Kong
- Securities Analysis
  - Fundamental analysis
  - Technical analysis

### Module 3 - Essentials of Banking and Financial Planning



#### **Learning Outcomes**

- To provide candidates with a sound understanding and knowledge of the banking products and services
- To examine in greater detail how various banking products and services expand the scope of financial planning and management and assist financial planners to provide "one-stop solution" to customers
- To enhance candidates' knowledge in the Code of Banking Practice for banking services and understanding of professional ethics of a banker
- To equip candidates with the essential knowledge and fundamental skill set for financial planning management

#### **Programme Outlines**

- The Global Financial and Banking Systems
  - The role of the financial system in the global economy
  - Money and the banking system
- Overview of Banking Services
  - Personal banking services
  - Commercial banking services
  - Treasury services
  - Investment banking services
  - Private banking services
  - Introduction to Risk management in banking
- Code of Banking Practices and Banking Services
  - Principles of best practice in banking services
  - Essentials of Code of Banking Practice
- Ethics and Code of Conduct of a Banker
- Foundations of Financial Planning
  - Understanding the financial planning process
  - Basic math for financial planning
  - Introduction to statistics for financial management

# Programme Content

**CFMP™**

With 2 years banking or finance related working experience

**Professional Diploma in Financial and Management for CFMP™** <QF level 5>

## Module 4 - Insurance and Retirement Planning



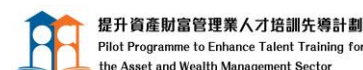
### Learning Outcomes

- To examine thoroughly general principles and practice of insurance in Hong Kong
- To enhance knowledge in different types of insurance products including investment-linked long term insurance
- To evaluate MPF schemes in Hong Kong; including overall review of MPF as one of the investment strategy under the framework of retirement planning

### Programme Outlines

- Risk and Insurance
  - Insurance and Risk management
  - Functions and benefits of insurance
- Principles of Insurance
  - Understanding the Key Principles of Insurance
- Practice of Insurance
  - Structure of the Insurance Company Organization
  - Structure of an Insurance Policy
  - Structure of an Insurance Policy
- Structure of the Insurance market
  - Participants within the Insurance Market and Their Role
  - Structure of the Insurance Market in HK and Mainland China
- General Insurance
  - Structure of the Insurance Market in HK and Mainland China
- Individual Life Insurance
  - Application for Life Insurance
  - Term Life Insurance
  - Life Insurance with Cash Value, Endowment Plan and Universal Life Plan
  - Supplemental Benefits
  - Annuities
- Investment-linked Long Term Insurance
  - Non-traditional Insurance Products
- Retirement Planning and Mandatory Provident Fund (MPF)
  - The Needs for Retirement Planning
  - Retirement Plans
  - The Features of the Social safety Net for Retirement in Hong Kong
  - The Combination of a MPF plan
- Insurance as Protection Planning Solutions
  - Personal Risk Management

## Module 5 - Investment and Asset Management: Theory and Product Solutions



### Learning Outcomes

- Enhance candidate's working knowledge in investment products and wealth management services for HNWI
- Demonstrate knowledge in strategy and techniques of asset allocation and portfolio management for managing client's investment

### Programme Outlines

- Overview of Wealth Management and the Asset Management Industry
  - Wealth Management Industry Outlook
  - Clients and Stakeholders
  - Wealth Management Business Models
  - Focus of Private Wealth Management
  - Products and Services of Asset Management Industry
- Portfolio Management Theory and Practice
  - Portfolio Theory
  - Capital Asset Pricing Model
  - Portfolio Management Process
- Investment Management Services for High Net Worth Individual (HNWI)
  - Fixed Income Investments
  - Equity securities Investment
  - Foreign Exchange
  - Derivatives
  - Structured Products
- Investment Funds and Unit Trusts
  - Overview and Types of Funds
  - Understanding Fund Fact Sheet and Audit Report
- Case studies: Asset Allocation of Investment Funds Portfolio
  - Client Investment Objectives Vs Funds investment objectives
  - Asset Allocation Strategies

# Programme Content

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## Professional Diploma in Financial and Management for CFMP™ <QF level 5>

### Module 6 - Investment and Asset Management: Alternatives and Wealth Solutions



#### **Learning Outcomes**

- To apply knowledge in alternative investment and real estate investment for application in investment planning
- To demonstrate knowledge in wealth planning services for structuring financial and wealth planning solutions

#### **Programme Outlines**

- Alternative Investment
  - Overview of Alternative Investment
  - Hedge Funds
  - Commodities
  - Private Equity
- Investing in Real Estate
  - Types of Real Estate Investment
  - Real Estate Investment Analysis
  - Real Property Investment strategy and Risk
- Leverage, Loans and Liquidity Management
  - Applications of Leverage in Investment
  - Collateralized Lending in Wealth management
- Wealth Planning Solutions and Financial Planning
  - Overview of wealth Planning services
  - Taxation System and Tax Planning
  - Estate Planning Solutions

### Module 7 - Financial Planning and Wealth Management



#### **Learning Outcomes**

- To enhance candidate's knowledge base in the comprehensive process of financial planning
- To equip candidates with specialized knowledge and skills in identifying clients' needs and assessing clients' goal and objectives
- To refine candidate's communication skills in financial counseling and professional skills in structuring a financial plan to meet clients' needs

#### **Programme Outlines**

- Overview of Financial Planning and Wealth Management Services in the Banking Industry
  - Development of Private Wealth Management market and services in Hong Kong and China
- Managing Client Relationship in Financial Planning and Wealth Management
  - Objectives of Financial Planning
  - Role of Financial Planning in Private Wealth Management
  - TRUST Model of Financial Planning
  - Financial Planning Management
  - Effective and Efficient client relationship management in Private Wealth management
  - Behavioral Finance
- Case Studies in Financial Planning
  - Case 1 Investment Planning
  - Case 2 Life cycle Financial Planning