



Advanced Wealth Management Course

Rules & Syllabus 2017

(OLD SYLLABUS)

The Advanced Wealth Management Course (Post Graduate Diploma in Financial Advising has been renamed as Advanced Wealth Management Course with effect from June 2011 examination) has been introduced, with technical support from the Securities Institute, Australia, a pioneer in the area of financial counseling and advising, to create a cadre of financial advisors in the financial sector with the following objectives:

OBJECTIVE

This course covers the entire spectrum of financial services / products from banking, insurance, pension fund, mutual fund, derivatives, debt market to micro credit. This comprehensive course aims as under :

- (i) To create a cadre of competent practitioners of financial advisors / counselors in the country.
- (ii) To provide candidates with competencies required to act as an Independent Financial Advisor.
- (iii) To enable candidates to possess the needed skills and knowledge to understand clients needs, attitudes and fears.
- (iv) To enable candidates to design appropriate finance planning strategies suitable to individual clients.
- (v) To enable candidates to meet the clients wealth creation and wealth protection needs.
- (vi) To enable candidates to attain high ethical and professional standards.

FOR WHOM

- (i) Bank Employees
- (ii) Insurance Professionals
- (iii) People intending to be Financial Counselors / Advisors / Planners

ADVANCED WEALTH MANAGEMENT COURSE LINKED CFP^{CM} PROGRAMME

Financial Planning Standards Board of India (FPSB - India)

FPSB-India is the licensing authority for "Certified Financial Planner (CFP)" certification in the country. FPSB-India has developed educational, ethical and disciplinary standards for financial planners in India and has been duly authorized to use the mark viz. Certified Financial Planner (CFP), by FPSB-USA in connection with services related to the financial planning and the certification of financial planning practitioners.

COLLABORATION BETWEEN IIBF AND FPSB-INDIA

IIBF and FPSB - India have entered into collaboration for creation of an enabling environment for making available world class financial planning education in the country. As per the arrangement, candidates who have successfully attained the AWMC qualification from IIBF will be eligible to appear for one final paper of FPSB - India viz. Financial Plan Construction. On successful passing of this paper, FPSB - India will reckon that candidate has met the CFP certification requirements. He / She then, subjected to other criteria such as experience is awarded a CERTIFIED FINANCIAL PLANNER License. In short, to become certified, candidates are required to meet four initial certification requirements viz. Education, Examination, Experience and Ethics.

For more details visit www.iibf.org.in, www.fpsbindia.org

ELIGIBILITY

The applicant should be graduate of a recognized university.

SUBJECTS OF EXAMINATION

- (1) Introduction to Financial Planning
- (2) Managing and Marketing of Financial Services
- (3) Securities, Markets and Products
- (4) Insurance Products (including Pension Products)
- (5) Mutual Funds - Products and Services
- (6) Banking Products and Services

EXAMINATION FEES / REGISTRATION FEES

	For Members	For Non-Members
Four attempts	₹10,000/- *	₹13,000/-

* Plus Service Tax as applicable (Reg. No. AAATT3309DSD002)

MEDIUM OF EXAMINATION

Examination will be conducted in **English** only.

PATTERN OF EXAMINATION

- (i) Each Question Paper will contain approximately 120 objective type multiple choice questions.
- (ii) The examination will be held in online mode only. A list of examination centre will be provided in the online examination application form.

DURATION OF EXAMINATION

The duration of the examination will be of two hours.

PERIODICITY AND EXAMINATION CENTRES

- (i) The examination will be conducted normally twice a year in May / June and November / December.

- (ii) Examination **will be conducted on three consecutive Sundays** (two papers on each Sunday).

PASSING CRITERIA

- (i) Pass : Minimum marks for pass in every subject - 50 out of 100 marks.
- (ii) **Candidate securing at least 45 marks in each subject with an aggregate of 50% marks in all subjects of examination in a single attempt will also be declared as having completed the Examination.**
- (iii) Candidates will be allowed to retain credits for the subject/s they have passed in one attempt till the expiry of the time limit for passing the examination as mentioned below :

TIME LIMIT FOR PASSING THE EXAMINATION

- (i) Candidates will be required to pass the examination within a time limit of 2 years (i.e. 4 consecutive attempts).
- (ii) Candidates not able to pass examination within the stipulated time period of 2 years are required to re-enroll themselves afresh by submitting a fresh Examination Application Form. Such candidates will not be granted credit/s for subject/s passed, if any, earlier.
- (iii) Attempts will be counted from the date of application irrespective of whether a candidate appears at any examination or otherwise.

“CLASS OF PASS” CRITERIA

- 1) The Institute will consider the **FIRST PHYSICAL ATTEMPT** of the candidate at the examination as first attempt for awarding class. In other words, the candidate should not have attempted any of the subject/s pertaining to the concerned examination any time in the past and has to pass all the subjects as per the passing criteria and secure prescribed marks for awarding class. Candidate re-enrolling for the examination after exhausting all permissible attempts as per the time limit rule will not be considered for awarding class.
- 2) First Class : 60% or more marks in aggregate and pass in all the subjects in the **FIRST PHYSICAL ATTEMPT**.
- 3) First Class with Distinction : 70% or more marks in aggregate and 60 or more marks in each subject in the **FIRST PHYSICAL ATTEMPT**.

PROCEDURE FOR APPLYING FOR EXAMINATION

Institute has completely revised and restructured the syllabus of this Examination to make it contemporary. No new candidate for the old syllabus will be enrolled effective from May 2017. New candidates necessarily need to enrol for revised syllabus only.

For Candidates already enrolled for above Diploma examinations under old syllabus:

- The Institute will conduct the examinations both under the old and revised syllabus
- Candidates already enrolled for old syllabus will be permitted to attempt examinations under the old syllabus till their permissible number of attempts (4) are over.

- Candidates can however move to the Revised Syllabus even before availing all four (4) permissible consecutive attempts.
- Candidates will not get credit for subject/s passed, if any, under the old syllabus for the examination under revised syllabus as the revised course has been completely revamped and re-structured.
- Fees paid for the old syllabus examination will not be refunded to candidates who switch over to the revised syllabus. They need to pay the fee for the examination under revised syllabus as per rules.
- The last Examination under the old syllabus will be held in July 2018. (this will enable all candidates who are currently enrolled for examination under old syllabus to avail permissible 4 attempts)

It is recommended that candidates who had enrolled for this Diploma Examinations and have completed two attempts in the examination without passing any paper so far may consider applying under the revised syllabus instead of enrolling for 2nd block of 2 attempts under the old syllabus.

STUDY MATERIAL

The Institute has developed a courseware to cover the syllabus. Candidates are advised to make full use of the courseware and also the updates put on the IIBF website from time to time. However, as banking and finance fields are dynamic, rules and regulations witness rapid changes. Hence, candidates should keep themselves updated on latest developments by going through Master Circulars issued by RBI, visiting the websites of organizations like RBI, SEBI, BIS etc.

The Institute has published study books to facilitate study and they will be available at outlets / showrooms / distributors of M/s. Taxmann Publication Pvt. Ltd.

The price of each book and detailed list of outlets is mentioned below.

Candidates may purchase directly from outlets / showrooms / distributors of the above.

Candidates who purchase books directly from outlets of publishers will be offered discount of 20% on the cost price of the book. Candidates desirous of purchasing books by post will not be offered any discount. However, the postage will be borne by publishers. Candidates would be required to send their indent to publishers' outlet along with a Demand Draft for the cost of book/s. The Demand Draft should be drawn in favour of M/s. Taxmann Publication Pvt. Ltd. **(No cheques will be accepted). Candidates are requested not to send any request for the purchase of books to the Institute's Zonal Offices / Corporate Office.**

Name of the Book	Price
Introduction to Financial Planning, 2 nd edn., 2007	₹595/-
Managing and Marketing Financial Services, 2 nd edn., 2007	₹280/-
Securities Market and Products, 2 nd edn., 2007	₹495/-
Insurance Products (including Pension Products), 2 nd edn., 2007	₹325/-
Mutual Funds (Products & Services), 2 nd edn., 2007	₹245/-
Banking Products & Services, 2 nd edn., 2007	₹225/-

ADDRESSES OF TAXMANN PUBLICATION PVT. LTD.

BRANCHES & SHOWROOMS

Jaina Book Agency

649-A, Girgaum Road, Dhobi Talao,
Mumbai - 400 002
Tel. : 22012143, 22018485

Asia Law House

Shop No. 10, Aiyangar Plaza,
Between UTI & Central Bank
Bank Street Kothi,
Hyderabad - 500 095
Tel. : 24742324

Standard Book Distributors

104, Labh Complex, 12-B,
Sattar Taluka Society,
Opp.Old High Court Rd.,
Ahmedabad - 380 014
Tel. : 7540731,7540732

Student Book Centre

527, Kalbadevi Road,
Opp. Edward Cinema,
Mumbai - 400 002
Tel. : 22050510, 22080668

Commercial House

149, Rajendra Market,
Opp. Tis Hazari Court, Delhi - 110 054
Tel. : 23947862, 23947863

Book Corporation

4, R. N. Mukherjee Road,
Kolkata - 700 001
Tel. : 22101089, 22206669, 31000405

Student Agencies (I) Pvt. Ltd.

102, Konark Shram,
Behind Everest Building,
156, Tardeo Road, Mumbai - 400 034
Tel. : 2351334-37

C. Sitaraman & Co.,

37, Royapettah High Road,
Chennai-600 014
Tel. : 28111516, 28117069, 28113950

Law Point

6C, R. N. Mukherjee Road,
Opp. Birla Building, Stephen House,
Kolkata - 700 011
Tel. : 22101821

Krishna Law House

35-36, Gokhale Market,
Opp. Tis Hazari Court, Delhi -110 054
Tel. : 23969866, 23919317

Book Corporation

108, Nandan Complex,
Near Mithkhali Rly. Crossing,
Mithakhali, Ahmedabad - 380006
Tel. : 6465385

Puliani & Puliani

Ground Floor, Sujatha Complex,
1st Cross Gandhinagar,
Bangalore - 560 009
Tel. : 2265500, 2254052

Modern Law House

1/1, A. D. A. Flat,
(Near Bishop Johnson School),
M. G. Marg, Allahabad - 211001
Tel. : 2560700, 2560616

Arora Law Agency

Shivala Road, Hussainpura, Amritsar - 143 001
Tel. : 2584548

Commercial Book House

LG-2, 23, Aakarshan Bhawan,
Anasari Road, Darya Ganj,
New Delhi - 110 002
Tel. : 23267860

M/s. Taxmann Publication Pvt. Ltd.

35, Bodke Building, M.G. Road,
Opp. Mulund Railway Station,
Mulund (West), Mumbai - 400 080
Tel. : 022-25934807/32516684/25644807
E-mail: Nileshbhanushali@taxmann.com

M/s. Taxmann Publication Pvt. Ltd.

59/32, New Rohtak Road, New Delhi - 110 005
Tel. : 011-45562222

E-mail: sales@taxmann.com

M/s. Taxmann Publication Pvt. Ltd.

7, Abhinav Arcade, Ground Floor,
Nr. Bank of Baroda, Pritam Nagar,
Paldi, Ahmedabad - 380 007
Cell : 9909984900
E-mail: bdurgaprasad@taxmann.com

TUTORIAL / CONTACT PROGRAMMES

Tutorial / Contact programmes will be organized by the Institute / accredited Institutions. For further details candidates may get in touch with Zonal Office or logon to the Institute's website www.iibf.org.in.

SYLLABUS

The details of the prescribed syllabus which is indicative are furnished in the booklet. However, keeping in view the professional nature of examinations, all matters falling within the realm of the subject concerned will have to be studied by the candidate as questions can be asked on all relevant matters under the subject. Candidates appearing for the Examination should particularly prepare themselves for answering questions that may be asked on the latest developments taking place under the various subjects of the said examination although those topics may not have been specifically included in the syllabus. The Institute also reserves to itself the right to vary the syllabus / rules / fee structure from time to time. Any alterations made will be notified from time to time. Further, questions based on current developments in banking and finance may be asked.

Candidates are advised to refer to financial news papers / periodicals more particularly "IIBF VISION" and "BANK QUEST" published by the Institute.

SYLLABUS

PAPER - 1 : INTRODUCTION TO FINANCIAL PLANNING

- ABC of the Indian Financial and Investment Industry
- Participants in the Indian Finance System
- Indian Economic Environment
- Indian Social Environment and Financial Planning
- Effective Communication in Financial Counseling
- Introduction to Investments
- Meeting Clients' needs through Financial Planning
- Recommending Financial Planning Strategies to Investors
- Regulation of the Indian Financial System
- Risk Management and Insurance Products
- Fundamental Investment Concepts
- The Economic Environment
- Asset Classes
- Investment Products
- Taxation - Part 1
- Taxation - Part 2
- Estate Planning
- Towards a Financial Plan

PAPER - 2 : MANAGING AND MARKETING OF FINANCIAL SERVICES

- Strategic Business Planning
- Marketing - The Starting Point
- Marketing - Segmentation and Product Development
- Marketing - Communications
- Marketing - Distribution and Pricing
- Organizational Behaviour and Human Resource Management
- Communication
- Conflict Resolution
- Team Leadership
- Case Study

PAPER - 3 : SECURITIES MARKET & PRODUCTS

a) Securities Market & Products

- Investment Concept and Approaches
- Asset Classes
- Statistical Tools
- Risk and Return
- Efficient Market Theory
- Portfolio Analysis and Selection
- Securities Market / Equity Market
- Depository
- Regulatory Framework

b) Technical & Fundamental Analysis of Companies

- Investment decision making process
- Introduction to Efficient Market Hypothesis
- Introduction to Technical & Fundamental Analysis

- Economic Analysis
- Industry Analysis
- Company Analysis
- Valuation
- Technical Analysis

c) Bond & Money Markets

- Debt-Instruments - Concepts
- Indian Debt Market
- Government Securities
- Treasury Bills
- State Govt. Bonds
- Call Money Market
- Corporate Debt
- Commercial Paper : Certificate of Deposit
- Secondary Markets for Government Securities
- Bond Market Indices and Benchmarks
- Ready Forward Contracts (Repos)
- Secondary Market and Trading in Govt. Securities
- Regulatory and Procedural Aspects
- Yield Curve
- Bond Valuation
- Duration
- Fixed Income Derivatives

PAPER - 4 : INSURANCE PRODUCTS (INCLUDING PENSION PRODUCTS)

a) Insurance products

- Introduction to insurance and its fundamental principles
- Insurance organization structure and functions
- Regulation and legislation applicable to insurance
- Life Insurance and its practice in India
- Group Life Products
- Rural Social Insurance
- Theory and practice of banking
- Liability Insurance
- Health Insurance
- Motor Insurance
- Fire Insurance
- Marine Insurance
- General Insurance and its practice in India
- Risk Management & Financial planning with insurance
- Marketing and selling of insurance
- Insurance business environment

b) Pension products

- Need for Retirement Planning
- Measuring Needs
- Pension Schemes in India
- Investing your Savings

- Taxation
- Pension Reforms in Organised Sector

PAPER - 5 : MUTUAL FUNDS PRODUCTS & SERVICES

- Mutual Funds - Concept and role
- Mutual Fund Industry
- Formation and Organization
- Fund Accounting and Valuation
- Portfolio Management : Managing Unit holder's money
- Performance Measurement and Evaluation of Mutual Fund Schemes
- Mutual Fund as an investment
- Developing a Model Portfolio for the investor
- Unit holders Protection

PAPER - 6 : BANKING PRODUCTS & SERVICES

- Introduction
- Types of Deposit Accounts
- Modes of Creating Charge on secured advances
- Retail Banking
- Wealth Management
- Banking Products

Note: For detailed syllabus please refer the study material.

IMPORTANT RULES / INFORMATION FOR CANDIDATES

1. ADMIT LETTER OF EXAMINATIONS :

- Admit letter to all eligible candidates will be emailed to the candidates in their email id registered with the Institute, 10 days before the examination date.
- Admit letter of all eligible candidates will be hosted on Institute's website www.iibf.org.in under the menu 'Exam Related', 1 week before the examination date.
- For downloading and printing of admit letter from the above mentioned website, candidates will have to enter the following:
 - Membership or registration number as **login id**
 - Edit profile password.**
 - If candidates do not remember their Edit profile password, they have to click on the 'Forgot password / Get Password' button after entering the Membership or Registration number. On clicking fresh edit profile password will be sent to their registered email id.
- Candidates are required to **produce printed copy of admit letter** along with Membership identity card or any other valid photo ID card (Aadhaar card / Employer's card / PAN Card / Driving License / Election voter's card / Passport etc.) at the examination venue.
- In the absence of printed copy of Admit Letter and Photo Identity Card, candidates will be denied permission to write Examination.**

2. Mobile Phones

- Mobile phones and other electronic / smart gadgets (except calculator as permissible) are not allowed in the examination hall. It is clarified that mere possession of mobile phone and other electronic / smart gadgets in the examination hall whether in switch off mode or silent mode shall also be deemed to be resorting to adoption of unfair means in the examination.

3. Use of calculator

- a. Candidates will be allowed to use battery operated portable calculator in the examination. The calculator can be of any type up to 6 functions, 12 digits.
- b. Attempt to use any other type of calculator not complying with the specifications indicated above or having more features than mentioned above shall tantamount to use of unfair means. Scientific calculator is not allowed.

4. Other Rules / Information

- a. Candidates should ensure that they sign the Attendance Sheet.
- b. Candidates are advised to reach the Examination Venue at least 30 minutes before commencement of the examination.
- c. No candidate will be permitted to enter the Examination Venue / hall after expiry of 15 minutes and to leave the hall in the first 30 minutes from the scheduled commencement of the examination.
- d. Candidates would be able to login to the system only with the password mentioned in this Admit Letter. This password should not be disclosed to others. Keep it safe to avoid the possible misuse.
- e. If the examination could not commence on scheduled time or there is delay due to Failure of power, Technical snag of whatsoever nature or for any such reason having bearing upon the conduct of examination; candidates have to :-
 - i. Wait till resumption of power supply / solving of technical snag.
 - ii. Take-up the examination at other venue arranged by the examination conducting authority.
 - iii. Follow instructions given by the examination conducting authority.
- f. Candidates are required to strictly follow all the instructions given by the examination conducting authority during the examination and adhere to Rules of the examination.
- g. Violation of any of the Rules / Instructions, misuse of the Admit Letter will be considered to be an act of serious misconduct and the Institute will take action as per the Rules of the examination, which will also be reported to the employer of the candidate.

5. Rules, Penalties for Misconduct / Unfair Practices :

- a. Communication of any sort between candidates or with outsiders is not permitted and complete silence should be maintained during the examination.
- b. Copying answers from other candidates / other printed / Electronic material or permitting others to copy or consultation of any kind will attract the rules relating to unfair practices in the examination.
- c. No candidate shall impersonate others or allow others to impersonate himself / herself at the examination.
- d. No candidate shall misbehave / argue with the Examination Conducting Authorities at the centre.
- e. Candidates have to compulsory return any papers given including that given for rough work to invigilator.
- f. Candidates should not possess and / or use books, notes, periodicals, etc. in the examination hall at the time of examination / or use mathematical tables, slide rules, stencils etc. during the examination.

If any candidate violates any of the above rules, it will be considered to be an act of misconduct and he/she will be liable for punishment.

PLEASE REFER INSTITUTE'S WEBSITE UNDER THE MENU "EXAM RELATED" FOR DETAILS OF DEBARMENT PERIOD FOR UNFAIR PRACTICES ADOPTED BY CANDIDATES DURING CONDUCT OF INSTITUTE'S EXAMINATIONS.

6. Result Advice / Consolidated Marksheet / Final Certificate

- Result Advice of candidates will be hosted on Institute's website on declaration of result, which can be downloaded by the candidates.
- Consolidated mark sheet for candidates completing examination having more than one subject, will be available on the Institute's website after the declaration of results. Candidates can download the same after entering login credentials using their membership number and edit profile password.
- Final certificates will be sent by speed post within 2 months after the declaration of result.

CONTACT DETAILS :

Register your queries through website www.iibf.org.in > Members / Candidates Support

Services (Help)

or

Email all your queries to care@iibf.org.in

Member Support Service Office :

Indian Institute of Banking & Finance

191-F, Maker Towers, 19th Floor,

Cuffe Parade, Mumbai - 400 005

Tel. : 022-2218 3302 / 2218 5134

For training / contact classes related queries contact :

Leadership Centre

Indian Institute of Banking & Finance

Kohinoor City, Commercial-II, Tower-I, 3rd Floor,

Kirol Road, Off L.B.S.Marg, Kurla West, Mumbai 400 070.

Tel. : 022 25039746 / 9604 / 9907

E-mail : training@iibf.org.in

PROFESSIONAL DEVELOPMENT CENTRES :

South Zone	North Zone	East Zone
Indian Institute of Banking & Finance No. 94, Jawaharlal Nehru Road, (100 Feet Road), Opp. Hotel Ambica Empire, Vadapalani, Chennai – 600 026. Tel. : 044-2472 2990 / 2472 7961 E-mail : iibfsz@iibf.org.in	Indian Institute of Banking & Finance 102-113, Vikrant Towers, 1st Floor, 4 Rajendra Place, New Delhi – 110 008. Tel. : 011-2575 2191 / 92 E-mail : iibfnz@iibf.org.in	Indian Institute of Banking & Finance Hindusthan Building (Annexe), 7th Floor, 4, C. R. Avenue, Kolkatta – 700 072. Tel. : 033-2212 4992 E-mail : iibfez@iibf.org.in

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