

Course details form

SII Certificates July – December 2009

All exams are carried out via Computer Based Testing (CBT). You must register for your examination directly with the Securities & Investment Institute (SII). Booking on one of our courses does not mean you are registered for your exam with the SII.

The Securities & Investment Institute
8 Eastcheap
London
EC3M 1AE

Tel: +44 (0)20 7645 0600 (switchboard)
+44 (0)20 7645 0680 (examination bookings)

Fax: +44 (0)20 7645 0601

Email: clientservices@sii.org.uk

Website: www.sii.org.uk

NB. You must pass Unit 1 FSA Financial Regulation or Unit 6 Principles of Financial Regulation plus one other from Units 2, 3, 5, 7 or 9 to achieve SII Level 3 Certificate in Investments. Upon completing the Certificate in Securities, Derivatives or Certificate in Financial Derivatives you can take Unit 8 Investment & Risk to achieve SII Level 3 Certificate in Investments (retail).

For full details of the certificates syllabus, exam fees and to find out about exemptions please visit www.sii.org.uk

Exam details

2009

	Duration (hours & mins)	No. of questions	Study hours
Unit 1 FSA Financial Regulation	1	50	70
Unit 6 Principles of Financial Regulation	1	50	70
Unit 2 Securities	2	100	100
Unit 3 Derivatives	2	100	100
Unit 5 Investment Management	2	100	100
Unit 7 Financial Derivatives	1:30	75	100
Unit 8 Investment & Risk	1:30	60	100
Unit 9 Commodity Derivatives	2	100	100
Certificate in Corporate Finance			
Regulation	1	50	50 – 70
Technical Foundations	1	50	50 – 70

Simple ways to book

Email us at financialservices@bpp.com

Register **online** at www.bppfinancialservices.com

Telephone our Course Booking Team
on +44 (0)20 8746 4178

Complete the booking form and **fax** it back
to us on +44 (0)20 8746 4160

Post your completed booking form to:

FS Course Booking Team
BPP Professional Education
1st Floor Aldine House
142-144 Uxbridge Road
Shepherds Bush
London
W12 8AA

Important information

- All study materials are supplied to you by BPP Learning Media, whose aim is to provide comprehensive, easy to read and exam focused materials of the highest quality for our delegates.

Course details

SII Certificates – July to December 2009

	July	August	September	October	November	December
Unit 1 – FSA Financial Regulation						
Comprehensive						
(2 days commencing)						
London	2, 9, 16, 23, 30	6, 13, 20, 27	3, 10, 17, 24	1, 8, 15, 22, 29	5, 12, 19, 26	3, 10, 17
Edinburgh		24		5		14
Glasgow			14		16	
Manchester		10				10
Accelerated						
(1 day commencing)						
London	2, 16, 30	13, 27	10, 24	1, 15, 29	12, 26	10
Unit 6 – Principles of Financial Regulation						
Comprehensive						
(2 days commencing)						
London	2, 9, 16, 23, 30	6, 13, 20, 27	3, 10, 17, 24	1, 8, 15, 22, 29	5, 12, 19, 26	3, 10, 17
Edinburgh		24		5		14
Glasgow			14		16	
Manchester		10				10
Accelerated						
(1 day commencing)						
London	2, 16, 30	13, 27	10, 24	1, 15, 29	12, 26	10
Unit 2 – Securities						
(3 days commencing)						
London	6, 13, 20, 27	3, 10, 17, 24	1, 7, 14, 21, 28	5, 12, 19, 26	2, 9, 16, 23, 30	7, 14
Unit 3 – Derivatives						
(3 days commencing)						
London	20	10	1, 21	12	2, 23	14
Unit 5 – Investment Management						
(5 days commencing)						
London	6	10	21	26	30	
Unit 7 – Financial Derivatives						
(2 days commencing)						
London	2, 16, 30	13, 27	10, 24	8, 22	5, 19	3, 17
Unit 8 – Investment & Risk						
(2 days commencing)						
London	16	6, 27	17	8, 29	26	10
Unit 9 – Commodity Derivatives						
(3 days commencing)						
London		10			2	
Introduction to Derivatives*						
(1 day recommended course)						
London	20	10	1, 21	12	2, 23	14
Certificate in Corporate Finance						
Full Certificate						
(3 days commencing)						
London	20	12	1, 21	12	2, 23	14
Regulation						
(1.5 days commencing)						
London	20	12	1, 21	12	2, 23	14
Technical Foundations						
(1.5 days commencing)						
London	21	13	2, 22	13	3, 24	15

Introduction to Financial Maths course

(1 day) 0900 – 1700

London July 31, Aug 28, Oct 2, Nov 6

*The Introduction to Derivatives course is designed to prepare delegates for Unit 7 – Financial Derivatives. Delegates sitting Unit 3 – Derivatives or Unit 9 – Commodity Derivatives are advised not to book onto an Introduction to Derivatives course. This is because Units 3 and 9 require no prior knowledge on derivatives.

Price breakdown

SII Certificates – July to December 2009

Combined packages

	BPP Prof Education	BPP Learning Media	Total
Certificate in Securities			
Unit 1 or 6 comprehensive & Unit 2	£410.55 (£357.00+£53.55 VAT)	£257.78 (£252.00+£5.78 VAT)	£668.33 (£609.00+£59.33 VAT)
Unit 1 or 6 accelerated & Unit 2	£239.20 (£208.00+£31.20 VAT)	£294.60 (£288.00+£6.60 VAT)	£533.80 (£496.00+£37.80 VAT)
Certificate in Derivatives			
Unit 1 or 6 comprehensive & Unit 3	£402.50 (£350.00+£52.50 VAT)	£245.70 (£241.50+£4.20 VAT)	£648.20 (£591.50+£56.70 VAT)
Unit 1 or 6 accelerated & Unit 3	£230.00 (£200.00+£30.00 VAT)	£280.80 (£276.00+£4.80 VAT)	£510.80 (£476.00+£34.80 VAT)
Certificate in Investment Management			
Unit 1 or 6 comprehensive & Unit 5	£690.00 (£600.00+£90.00 VAT)	£346.60 (£340.00+£6.60 VAT)	£1,036.60 (£940.00+£96.60 VAT)
Unit 1 or 6 accelerated & Unit 5	£517.50 (£450.00+£67.50 VAT)	£389.93 (£382.50+£7.43 VAT)	£907.43 (£832.50+£74.93 VAT)
Certificate in Financial Derivatives			
Unit 1 or 6 comprehensive & Unit 7	£386.40 (£336.00+£50.40 VAT)	£231.35 (£224.00+£7.35 VAT)	£617.75 (£560.00+£57.75 VAT)
Unit 1 or 6 accelerated & Unit 7	£211.60 (£184.00+£27.60 VAT)	£264.40 (£256.00+£8.40 VAT)	£476.00 (£440.00+£36.00 VAT)
Certificate in Commodity Derivatives			
Unit 1 or 6 comprehensive & Unit 9	£414.58 (£360.50+£54.08 VAT)	£235.73 (£231.00+£4.73 VAT)	£650.30 (£591.50+£58.80 VAT)
Unit 1 or 6 accelerated & Unit 9	£243.80 (£212.00+£31.80 VAT)	£269.40 (£264.00+£5.40 VAT)	£513.20 (£476.00+£37.20 VAT)

Individual packages

Unit 1 or 6 comprehensive	£356.50 (£310.00+£46.50 VAT)	£133.00 (£130.00+£3.00 VAT)	£489.50 (£440.00+£49.50 VAT)
Unit 1 or 6 accelerated	£69.00 (£60.00+£9.00 VAT)	£133.00 (£130.00+£3.00 VAT)	£202.00 (£190.00+£12.00 VAT)
Unit 2 – Securities	£230.00 (£200.00+£30.00 VAT)	£235.25 (£230.00+£5.25 VAT)	£465.25 (£430.00+£35.25 VAT)
Unit 3 – Derivatives	£218.50 (£190.00+£28.50 VAT)	£218.00 (£215.00+£3.00 VAT)	£436.50 (£405.00+£31.50 VAT)
Unit 5 – Investment Management	£506.00 (£440.00+£66.00 VAT)	£300.25 (£295.00+£5.25 VAT)	£806.25 (£735.00+£71.25 VAT)
Unit 7 – Financial Derivatives	£195.50 (£170.00+£25.50 VAT)	£197.50 (£190.00+£7.50 VAT)	£393.00 (£360.00+£33.00 VAT)
Unit 8 – Investment & Risk	£356.50 (£310.00+£46.50 VAT)	£136.50 (£135.00+£1.50 VAT)	£493.00 (£445.00+£48.00 VAT)
Unit 9 – Commodity Derivatives	£235.75 (£205.00+£30.75 VAT)	£203.75 (£200.00+£3.75 VAT)	£439.50 (£405.00+£34.50 VAT)
Introduction to Derivatives*	£97.75 (£85.00+£12.75 VAT)	£00.00 (£00.00+Nil VAT)	£97.75 (£85.00+£12.75 VAT)
Certificate in Corporate Finance			
Full Certificate	£302.74 (£263.25+£39.49 VAT)	£183.00 (£180.00+£3.00 VAT)	£485.74 (£443.25+£42.49 VAT)
Regulation	£224.25 (£195.00+£29.25 VAT)	£183.00 (£180.00+£3.00 VAT)	£407.25 (£375.00+£32.25 VAT)
Technical Foundations	£224.25 (£195.00+£29.25 VAT)	£183.00 (£180.00+£3.00 VAT)	£407.25 (£375.00+£32.25 VAT)

Introduction to Financial Maths course

London	£115.00 (£100.00+£15.00 VAT)	£00.00 (£00.00+Nil VAT)	£115.00 (£100.00+£15.00 VAT)
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Distance learning packages

Combined packages – SII Level 3 Certificate in Investments			
Unit 1 or 6 & Unit 2	£61.78 (£53.72+£8.06 VAT)	£282.60 (£276.27+£6.33 VAT)	£344.37 (£329.98+£14.39 VAT)
Unit 1 or 6 & Unit 3	£64.01 (£55.66+£8.35 VAT)	£279.08 (£274.31+£4.77 VAT)	£343.09 (£329.97+£13.12 VAT)
Unit 1 or 6 & Unit 5	£102.84 (£89.43+£13.41 VAT)	£352.24 (£345.53+£6.71 VAT)	£455.08 (£434.96+£20.12 VAT)
Unit 1 or 6 & Unit 7	£83.29 (£72.43+£10.86 VAT)	£265.99 (£257.54+£8.45 VAT)	£349.29 (£329.97+£19.32 VAT)
Unit 1 or 6 & Unit 9	£77.72 (£67.58+£10.14 VAT)	£267.75 (£262.38+£5.37 VAT)	£345.47 (£329.97+£15.50 VAT)
Certificate in Corporate Finance			
Full Certificate	£66.41 (£57.75+£8.66 VAT)	£183.00 (£180.00+£3.00 VAT)	£249.41 (£237.75+£11.66 VAT)
Regulation	£40.25 (£35.00+£5.25 VAT)	£183.00 (£180.00+£3.00 VAT)	£223.25 (£215.00+£8.25 VAT)
Technical Foundations	£40.25 (£35.00+£5.25 VAT)	£183.00 (£180.00+£3.00 VAT)	£223.25 (£215.00+£8.25 VAT)
Individual packages			
Unit 1 or 6	£34.50 (£30.00+£4.50 VAT)	£133.00 (£130.00+£3.00 VAT)	£167.50 (£160.00+£7.50 VAT)
Unit 2 – Securities	£46.00 (£40.00+£6.00 VAT)	£235.25 (£230.00+£5.25 VAT)	£281.25 (£270.00+£11.25 VAT)
Unit 3 – Derivatives	£46.00 (£40.00+£6.00 VAT)	£218.00 (£215.00+£3.00 VAT)	£264.00 (£255.00+£9.00 VAT)
Unit 5 – Investment Management	£92.00 (£80.00+£12.00 VAT)	£300.25 (£295.00+£5.25 VAT)	£392.25 (£375.00+£17.25 VAT)
Unit 7 – Financial Derivatives	£69.00 (£60.00+£9.00 VAT)	£197.50 (£190.00+£7.50 VAT)	£266.50 (£250.00+£16.50 VAT)
Unit 8 – Investment & Risk	£25.88 (£22.50+£3.38 VAT)	£136.50 (£135.00+£1.50 VAT)	£162.38 (£157.50+£4.88 VAT)
Unit 9 – Commodity Derivatives	£63.25 (£55.00+£8.25 VAT)	£203.75 (£200.00+£3.75 VAT)	£267.00 (£255.00+£12.00 VAT)

NB. All tuition and courses are supplied by BPP Professional Education. All study materials are supplied by BPP Learning Media.

*The Introduction to Derivatives course is designed to prepare delegates for Unit 7 – Financial Derivatives. Delegates sitting Unit 3 – Derivatives or Unit 9 – Commodity Derivatives are advised not to book onto an Introduction to Derivatives course. This is because Units 3 and 9 require no prior knowledge on derivatives.

Terms & Conditions

Updated as at May 2009

These terms and conditions and the application form comprise the agreement pursuant to which BPP Professional Education Ltd provides classroom courses and BPP Learning Media Ltd supplies study material to the customer.

1. Payment Terms

- 1.1 Full payment or authorisation to invoice an employer, must accompany the application form.
- 1.2 Full payment or authorisation to invoice an employer is required when any study materials are ordered and prior to any materials being despatched.
- 1.3 Full payment or authorisation to invoice an employer for any online study tool is required when ordered and prior to any log on details being supplied.
- 1.4 BPP Professional Education Ltd acts as agent for BPP Learning Media Ltd in collecting payments for any study materials supplied under this Agreement.
- 1.5 Where BPP Professional Education Ltd has received authorisation to invoice employer the following payment terms apply:
 - Full payment is due within 30 days from the date of the invoice.
 - Payment is due immediately if booking is made less than 30 days before the course start date.
 - If BPP Professional Education Ltd fails to receive full payment of the invoice by the course start date the customer may be refused entry to the course.
 - BPP Professional Education Ltd and BPP Learning Media Ltd reserve the right to charge late payment interest on any outstanding invoices, at a rate of 8% above the Bank of England base rate.
 - BPP Professional Education Ltd and BPP Learning Media Ltd reserve the right to recover any reasonable debt collection costs in connection with this Agreement.
 - The employer is liable for all unpaid invoices.
- 1.6 Any credit notes issued by either BPP Professional Education Ltd or BPP Learning Media Ltd will only be valid for a maximum period of 12 months from date of issue.

2. Study Materials

- 2.1 All study materials, including but not limited to Distance Learning Materials, CD Rom, i-Learn CD Rom, i-Pass CD Rom, Audio Success CD, Revision/Assessment/ Tool Kit, MCQ Cards, Passcards, Question Banks, Review Exercises, Mock Exams (papers and suggested solutions), Online Tests, Online Tutorials, Online Downloads and Study Texts are supplied to the customer by BPP Learning Media Ltd.
- 2.2 BPP Professional Education Ltd acts as agent for BPP Learning Media Ltd in collecting payments for any study materials supplied under this Agreement and for despatch of study materials.
- 2.3 Study materials will be despatched on receipt of full payment or authorisation to invoice an employer.
- 2.4 BPP Professional Education Ltd will refund the cost of study materials (less postage and packaging) on behalf of BPP Learning Media Ltd if returned by the customer to BPP Professional Education Ltd, 3 London Wall Buildings, London Wall, London EC2M 5PD within 14 days of receipt in a re-saleable condition (for CDs this means with the security seal intact). Proof of postage must be obtained by the customer and produced in the event of any query.
- 2.5 BPP Professional Education Ltd must be notified of any queries, complaints or short deliveries within 14 days of receipt of study materials.

3. Classroom Courses

- 3.1 Customers must bring the relevant course joining instructions to all sessions of the course. Failure to bring joining instructions may lead to customers being refused entry to the course.
- 3.2 BPP Professional Education Ltd reserves the right to cancel, reschedule, or change the location of a course, if in the opinion of BPP Professional Education Ltd, such an action is necessary. BPP Professional Education Ltd will notify the customer as soon as the change is made. In such circumstances, the customer has the option to reschedule the course, apply the fees to another course, or to receive a refund or credit note for the course fees paid.
- 3.3 Subject to availability, provided full payment has been received, and BPP Professional Education Ltd is informed at least 14 working days prior to the course date, it may be possible to transfer to an alternative course date, for which a course transfer fee of £25 will be charged. Such transfer may also give rise to an additional charge by BPP Learning Media Ltd for replacement study materials.
- 3.4 Under no circumstances are courses or study materials transferable between customers.
- 3.5 Customers may cancel a classroom course provided that at least 14 days' notice is given to BPP Professional Education Ltd prior to the start date of the course and a refund of the course fees will be given (less a deduction for study materials and a cancellation fee of £100). For cancellations notified less than 14 days prior to the start date of the course, no refunds will be given.

4. Distance Learning/Home Study Courses

Distance learning customers can upgrade to an appropriate classroom course and will be invoiced for the balance of the cost over and above the price of the distance learning course using the classroom course prices in force at the time of upgrade. There may also be an additional charge for replacement study materials.

5. Intellectual Property

- 5.1 BPP Learning Media Ltd grants the customer a non-transferable, non-exclusive licence to use BPP Learning Media Ltd's products (including information, training material content, software and data) under the terms of this Agreement.
- 5.2 This licence terminates upon termination of this Agreement for whatever reason.
- 5.3 The customer warrants that they shall only use BPP Learning Media Ltd's products for their own educational purposes and shall not, without BPP Learning Media Ltd's prior written consent, copy, make available, retransmit, reproduce, sell, disseminate, licence, distribute, publish, broadcast or otherwise circulate BPP Learning Media Ltd's products (or any part of them) to any person other than in accordance with this Agreement.

- 5.4 The customer shall fully indemnify BPP Learning Media Ltd in respect of any infringement of any intellectual property rights arising as a result of their use of BPP Learning Media Ltd products in breach of this Agreement.
- 5.5 This clause 5 does not apply to MyBPP.

6. Overseas Students

- 6.1 Customers who need a student visa in order to study with BPP Professional Education Ltd must ensure that they meet their visa requirements.
- 6.2 In the case of visa refusal, a course deferral may be allowed at BPP Professional Education Ltd's discretion, provided that at least 14 days notice is given prior to the start of the course. Alternatively, a refund may be given if BPP is supplied with a copy of the visa refusal letter and a copy of the photo page of the customer's passport. Any refund given will be subject to a deduction for study materials and a cancellation fee of £100 and will only be processed if the required paperwork is received by BPP Professional Education Ltd within 28 days of the start date of the course.
- 6.3 Customers with student visas are responsible for ensuring that their attendance at class is recorded as evidence of attendance as per Home Office requirements.
- 6.4 BPP Professional Education Ltd reserves the right to remove a customer from a course at any time for failure to comply with attendance requirements and no refunds will be given.
- 6.5 BPP Professional Education Ltd will only issue customers who wish to extend their visa with a visa support letter once they have re-enrolled on a BPP Professional Education Ltd course and have paid half of the fees for that course.

7. Change of Address or other Contact Details

BPP Professional Education Ltd must be notified in writing of any change in a customer's contact details, including the email address specified on the customer's application form.

8. Security

Personal possessions are the sole responsibility of the customer and BPP Professional Education Ltd accepts no responsibility for anything that is lost or stolen from its venues. Customers are advised to keep valuables with them at all times.

9. Notices

Any notices required to be served by BPP Professional Education Ltd or BPP Learning Media Ltd under this Agreement will be deemed properly served if sent via prepaid postage to the postal address, or emailed to the email address notified by the customer, at BPP's discretion.

10. Limitation of Liability

- 10.1 The liability for BPP Professional Education Ltd and BPP Learning Media Ltd for direct losses arising out of their negligence (other than in respect of liability for death or personal injury), breach of contract or any other cause of action arising out of or in connection with this Agreement shall be limited to the cash receipts from the customer (or employer) for the course or study materials.
- 10.2 BPP Professional Education Ltd and BPP Learning Media Ltd shall not be liable for any indirect or consequential loss whether arising from negligence, breach of contract or otherwise.

11. Warranty

- 11.1 BPP Learning Media Ltd warrants that study materials will be of satisfactory quality but does not warrant that study materials will be error free.
- 11.2 BPP Professional Education Ltd warrants that it will perform any services under this Agreement with reasonable skill and care.
- 11.3 These warranties are provided in lieu of all other warranties express or implied which are hereby excluded to the fullest extent permitted by law.

12. Data Protection

- 12.1 Customers agree that, in relation to information held from time to time, BPP Professional Education Ltd and BPP Learning Media Ltd may:
 - Use the information to perform their obligations and enforce rights under this Agreement.
 - Use the information to inform customers about courses, products or services which may be of interest to them.
 - Share the information with BPP group companies to inform the customer about other products or services which may be of interest to them.
 - Use the information to inform customers of feedback and exam results.
 - Communicate with the customer's employer regarding their progress, results and attendance.
- 12.2 Customers have the right to receive details of the personal information held by BPP Professional Education Ltd or BPP Learning Media Ltd. A fee of £20 will be payable.
- 12.3 In the event that customers do not wish to receive correspondence from BPP Professional Education Ltd or BPP Learning Media Ltd, a written request should be sent to the registered office.

13. Validity

If any provision of this Agreement is held to be invalid or unenforceable by any tribunal of competent jurisdiction, the remaining provisions shall not be affected and shall be carried out as closely as possible according to the original intent.

14. Jurisdiction

The parties to this Agreement irrevocably submit to the exclusive jurisdiction of the English Courts for the determination of disputes arising under this Agreement.