



Certificate in Banking Law and Practice

19 September - 21 November 2011



Program Objectives

On completion of this subject, participants should be able to:

- Critically review and evaluate the implications of bankers' roles behind certain specific banker-customer relationship;
- Assess and examine the law related to securities which commonly accepted by the banks;
- Analyze the significance of different types of accounts and account conduct; and to strategize against the respective conduct.

Program Outline

- ◆ Banker - Customer Relationship and Account Opening
 - Rights and Duties of a Banker and Customer
 - Anti-money Laundering
 - Prevention of Criminal Use of Banking System
 - Contractual Nature
 - The Opening and the Conduct of Accounts in Credit
 - Debit for various Customers
 - Actions to be taken in various Scenarios
 - Code of Banking Practice
- ◆ Banking Operations
 - Review of Negotiable Instruments and Bills of Exchange
 - Collection of Cheques
 - Payment of Cheques
 - Other Banking Operations
- ◆ Law related to Securities
- ◆ Insolvency

Target Audience

- ◆ Bank executives who wish to enhance their job competency in branch and banking operation
- ◆ Banking or financial services practitioners who wish to consolidate their knowledge in banking practice

Assessment

A course-end assessment will be given upon completion of the program. The pass mark is set at 50%

Certification

Either one of the following certificate will be awarded:

- ◆ A **Certificate of Achievement** will be awarded if participants have:
 - achieved 70% or above attendance of the whole program; and
 - achieved a score of 50% or above in course-end assessment
- ◆ A **Certificate of Attendance** will be awarded if participants have achieved 70% or above attendance of the whole program only

Program Details

Language	: Cantonese (supplemented with English materials)
Program Dates	: 19, 26 Sep; 3, 10, 17, 24, 31 Oct; 7, 14, 21 Nov 2011 (Mon)
Time	: 19:00 - 21:45
Assessment	: 12 Dec 2011 (Mon), 19:00 - 21:15
Date & Time	
Duration	: 30 Hours (11 Sessions)
Venue	: 3/F Guangdong Investment Tower, 148 Connaught Road Central, Sheung Wan (Sheung Wan MTR Station Exit C)
Fees	: HK\$3,500 (HKIB Members) HK\$3,800 (HKIB Corporate Members' staff) HK\$4,200 (Non-members)
Early Bird	: A HK\$300 discount is given for enrollment received on or before 5 September 2011
Enrollment	: By fax at 2544 9946 or In person to our Institute
Enquiry	: 2815 1552

Please turn
over for more
details!



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Registration Form

Certificate in Banking Law and Practice (HA-A45-PP110917-P)

Will you apply for Continuing Education Fund (CEF) ?

No

Yes → Is it the 1st time you apply for Continuing Education Fund (CEF)?

No

Yes → Please send the CEF application form to the Institute before **12 September 2011**



The course has been included in the list of reimbursable courses for CEF purposes. For CEF details, please visit <http://www.sfaa.gov.hk/cef>

CEF Name of Institution : The Hong Kong Institute of Bankers
 CEF Institution Code : 302
 CEF Course Title : Certificate in Banking Law and Practice
 CEF Course Code : 23Z04086-9

(as on I.D. Card)

Full Name : Mr / Ms
(in English)

Full Name: []
(in Chinese)

Membership no:

Organization:

Department:

Position:

E-mail:

(confirmation will be sent via e-mail one week before course commences)

Mobile / Telephone no:

Mailing Address:

Payment Method :

For Non-CEF applicant

VISA

Mastercard

Amount: HK\$ _____

Cardholder Name : _____

Signature : _____

Card No. : _____

Expiry Date : _____ (as on credit card)

(mm/yy)

For CEF applicant

Starting from April 2010, CEF applicants are offered equal monthly instalment for tuition program enrollment. Applicant MUST submit the CEF application form or CEF approval letter (original or certified true copy) together with the payment.

VISA

Mastercard

Debit my credit card HKD _____,

in THREE equal monthly installment of HKD _____ on 18th each month.

Cardholder Name : _____

Signature: _____

Card No. : _____

Expiry Date : _____ (as on credit card)

(mm/yy)

How did you know about this program?

Website

HR Department

E - news

Others (Please specify): _____

Friends / Colleagues

Banking Today

HKIB Counter

Terms and Conditions

- Participants who have settled payments will receive course confirmation by e-mail 7 days prior to the course date.
- All payments must be settled before course commencement.
- In case of over-subscription, priority will be given on 'first-come-first-serve' basis.
- All courses will be held as scheduled if Typhoon Signal No. 8 or above/Black Rainstorm Warning is lowered 3 hours before the course's start time.
- Refund Policies of CEF Reimbursable Courses
 - In case that the application is not accepted by the Institute, or in case of course cancellation, class full, or closure of the Institute, course fees will be refunded in full.
 - For cessation of the course after its commencement, course fee will be refunded on a pro-rata basis within one month.
 - If a participant is unable to attend certain class(es) due to the alternation of date and time, course fee refund is applicable on a pro-rata basis. Refund will be made within one month after the request.
 - If the course cannot be operated according to the arrangement specified, and the participants decline to accept the revised arrangement, course fee refund is applicable on a pro-rata basis. Refund will be made within one month after the request.
 - For detail policy, please contact CEF directly. CEF 24-hour manned enquiry hotline: 3142 2277.
 - Other than the above situation, course fees are not refundable. Fees paid and places allocated on course are not transferable after application.
 - Course fees will be returned to participants by cheque via ordinary mail.
- We reserve the right to cancel, modify and/or postpone the course.
- The information given and personal data collected will be used for the purpose of administration and communication by the Institute.
- Please refer to our web-site (www.hkib.org) for typhoon or rainstorm arrangement of programs.

Address : 3/F Guangdong Investment Tower, 148 Connaught Road Central, Hong Kong
 Tel : (852)2815 1552 • Fax : (852)2544 9946 • Email : hkib@hkib.org • Web-site : www.hkib.org

* This address is only used for sending the program certificate

Name: _____

Address: _____

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Name: _____

Address: _____