

## Registration and Further Information

### COURSE FEES

#### ACI Dealing Certificate

- US\$ 2700 per delegate

Fees include all the tuition, full course documentation, lunches and refreshments for the duration of the program.

Incidental expenses: ASTC is NOT responsible for covering airfare or other travel costs incurred by delegates. Delegates will be responsible for their own accommodations.

Please note that ASTC reserves the right to refuse admission to the training if proof of payment has not been received prior to the start of the program.

An invoice will be sent upon receipt of the registration form. Payment must be received in full 2 weeks prior to the course start

### SAVE MONEY! DISCOUNTS AND PROMOTIONS!

- Register on or before 30 days and receive a 10% discount
  - Group of 3 or more delegates from the same organization receive a 10% Discount.
- OR**
- FREE attendance for 5<sup>th</sup> delegate from the same organization.

### CANCELLATION POLICY

A full refund less on administration fee of US\$100 will be given for cancellation requests received up to 45 working days prior the event. Cancellations must be made in writing (letter or fax) and reach this office before the 45 working day deadline.

Delegates who cancel less than 45 working days before the event, or who don't attend are liable to pay the full course fee and no refunds can be given. However, if you wish to attend the next course, and you have paid your course fee in full, you will only be invoiced for 25% of that course fee. Please note that the next course must take place within the next 6 months of the initial application. Of course, a replacement is always welcome.

### DISCLAIMER

ASTC reserves the right to change or cancel any part of its published programs or teaching facility due to unforeseen circumstances

### HOTEL BOOKING

If you require assistance with booking accommodation for one of our courses, please contact our staff on the following numbers:

Tel: +971-4-2211141, Fax +971-4-2211848

Or email us on: [info@astcdubai.com](mailto:info@astcdubai.com)

### REGISTRATION

#### ACI Dealing Certificate

- March 31 - April 3, 2012

In order to guarantee a place on the course, delegates are kindly requested to register atleast 4 weeks in advance

- I would like information on holding this programme in-house

### PERSONAL DETAILS

Please print clearly or attach business card

Title (Mr./ Mrs./ Ms.) \_\_\_\_\_

Family Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Position: \_\_\_\_\_

Department: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Country: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

I understand and accept the booking terms and conditions

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### METHOD OF PAYMENT

- 1. Please find enclosed a cheque for US\$ \_\_\_\_\_ made payable to Advanced Studies and Training Centre
- 2. Transfer: Commercial Bank of Dubai  
Branch: Mankhool Street  
Account Number: 1000125334  
Routing Number: 502320103  
Swift Code: CBD - UAE . AD
- 3. Please invoice my institution.  
An invoice will be sent up on receipt of registration form. Payment must be received prior to the course start. Please fill in sponsor details below.

### SPONSOR

We wish to register this delegate for the course indicated above. We undertake to pay for his/her fee and release him/her from all company responsibilities for the period of the program (Please print clearly)

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# DUBAI

# ACI Dealing Certificate Training

*A first step towards  
ACI Diploma*

DATE: MARCH 31 - APRIL 3, 2012

VENUE: RIYADH, SAUDI ARABIA

TRAINING DIRECTOR: ANDRE KURTEN

PRESENTED BY : ADVANCED STUDIES & TRAINING CENTRE

*By attending this Training Programme you will get:*

- ★ Official ACI Training Partners conducting the programme
- ★ Multiple Mock Examination Practice Sessions
- ★ Increase your chances of success at first attempt
- ★ Free attendance for practice and Q & A Sessions for up to one year \*
- ★ Get free membership to ASTC Loyalty Club for redeemable points and gifts \*

### DISCOUNTS AND PROMOTIONS

- REGISTER ON OR BEFORE 30 DAYS AND RECEIVE A 10% DISCOUNT
- RECEIVE 10% DISCOUNT FOR 3 OR MORE REGISTRATIONS FROM THE SAME ORGANISATION

OR

- FREE ATTENDANCE FOR THE 5<sup>TH</sup> DELEGATE FROM THE SAME ORGANISATION

\* Conditions apply

1 Tel : +971 4 2211141

3 P. O. Box 6878, Dubai, UAE

5 E-mail: [info@astcdubai.com](mailto:info@astcdubai.com)

2 Fax : +971 4 2211848

4 URL: [www.astcdubai.com](http://www.astcdubai.com)

[trainings@astcdubai.com](mailto:trainings@astcdubai.com)

5 Easy ways to register and obtain further information

## MEET YOUR TRAINING DIRECTOR :

Andre Kurten



André holds Bcom degree from UNISA and is a CAIB (SA) with the Institute of Bankers in SA. He has represented the Association of African Institute of Bankers as a subject matter expert in Financial Markets.

Andre is a Fellow of The Institute of Financial Markets and served as a Governor on the board for 9 years. He has extensive knowledge of banking, treasury and finance products. He is currently involved in managing his own consultancy that offers financial market and finance related training throughout Africa Middle East, and Asia.

André worked in the treasury at Nedcor for 9 years, where he traded money and bond markets. There he was instrumental in establishing the interest rate derivative trading desk. He worked at two major interdealer brokers as a Director responsible for Interest rate derivative broking.

André worked at ABSA as Head of their agricultural derivatives trading desk in 1994. During his time at ABSA, André sat on the executive committee of the SA futures Exchange Agricultural Markets Division.

André worked for the SA Futures Exchange for a year as Assistant General Manager responsible for interest rate product development.

André is the lead facilitator for the South African Banking Treasury Operations Forum-SABTOF for their financial product training programs.

The ACI Financial Markets Association recognizes André as a training provider for both the ACI Dealing and Operations Certificate programs and his students have achieved excellent results in these examinations.

Andre is extensively traveled and has facilitated workshops and training interventions for many of the large multinational financial institutions from introductory to advanced level in Singapore, Hong Kong, Dubai, Malaysia, China, Uganda, Malawi, Zimbabwe, Zambia, Namibia, Kenya, Nigeria, Ghana, and South Africa. He consults to a number of companies on treasury product implementation and hedging.

André authored a book titled "Introduction to Derivatives – A South African Perspective". The book was prescribed by UNISA for 3rd year B.com students from 2002 to 2005.

## TESTIMONIALS

ASTC believes in complete customer satisfaction. Here is what some of our previous ACI delegates had to say:

" I passed my Dealing Certificate examination within two weeks after the training!"

**Treasury Department, Saudi ARAMCO**  
ACI Dealing Certificate

" Interactive and casual atmosphere, along with a good two way communication. Couldn't have been better!"

**Senior Dealer, National Commercial Bank**  
ACI Dealing Certificate

" The trainer presented the material in a simple manner making it very easy to understand."

**Investment Officer , Arab Monetary Fund (Abu Dhabi)**  
ACI Dealing Certificate

" I learned things that I wanted to, such as caps and floors, in addition to the new contacts I made. It was excellent!"

**Dealer, Ahli United Bank (Bahrain)**  
ACI Dealing Certificate

## UPCOMING FINANCIAL TRAININGS (Please enquire for scheduled dates )

- ACI Dealing Simulation
- ACI Diploma
- Corporate Treasury Products Workshop
- Derivatives
- Asset and Liability Management
- Operational Risk

Please enquire about the trainings and development programs available in a variety of fields.

## Course Background:

The ACI Dealing Certificate Training is a foundation program that allows candidates to acquire a working knowledge of the structure and operation of the major foreign exchange and money markets, including the ability to apply the fundamental mathematics used in these markets, and their core products (cash, forwards and derivatives), and the basic skills required for competent participation, including the ability to apply the fundamental mathematics used in these markets. Candidates should also be able to apply The Model Code to their situation.

The ACI Dealing Certificate is the 'benchmark' examination for treasury personnel and for those whose work requires an understanding of the workings of the treasury department of their organization.

The training programme will cover in depth the following subjects:

## 1. Basic Interest Rate Calculations

**Objective:** To understand the principles of the time value of money. To be able to calculate short-term interest rates and yields, including forward-forward rates, and to use these interest rates and yields to calculate payments and evaluate alternative short-term funding and investment opportunities

## 2. Cash Money Markets

**Objective:** To understand the function of the money market, the differences and similarities between the major types of cash money market instrument and how they satisfy the requirements of different types of borrower and lender. To know how each type of instrument is quoted, the quotation, value date, maturity and payment conventions that apply and how to perform standard calculations using quoted prices.

## 3. Foreign Exchange

**Objective:** To understand and be able to apply spot exchange rate quotations. To understand basic spot FX dealing terminology and the role of specialist types of intermediary. To recognize the principal risks in spot and forward FX transactions. To calculate and apply forward FX rates, and understand how forward rates are quoted. To understand the relationship between forward rates and interest rates. To be able to recognize and use quotes for precious metals, and demonstrate a basic understanding of the structure and operation of the international market in precious metals.

## 4. Forward-forwards, FRAs and Money Market Futures &amp; Swaps

**Objective:** To understand the mechanics of and how to use money market interest rate derivatives to hedge interest rate risk.

## 5. Options

**Objective:** To understand the fundamentals of options. To recognize the principal classes and types, and understand the terminology, how they are quoted in the market, how their value changes with the price of the underlying asset and the other principal factors determining the premium, how the risk on an option is measured and how they are delta hedged. To recognize basic option strategies and understand their purpose.

## 6. Principles of Risk

**Objective:** To identify and distinguish between the principal types of risk in the markets, and to explain the main policies and procedures used to mitigate these risks. To understand the principles of position keeping and valuation, using spot FX as an example.

## 7. The Model Code

**Objective:** For candidates to have a thorough knowledge of the provisions of the Model Code and market practices, with particular emphasis on high standards of integrity, conduct and professionalism as well as the monitor and control mechanisms to be introduced to protect individuals and their institutions from undue risks and resultant losses.

5 Easy ways to

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