Institute of Financial Planners of Hong Kong
香港財務策劃師學會

IFPHK The Beacon of Hong Kong's Financial Planning Profession

COURSE NAME **課程名稱**	FAIQ Conversion Course FAIQ 晉級課程
LEVEL **課程等級**	Undergraduate Year 2 or Year 3 大學二年級或三年級程度
MODE OF STUDY **教學模式**	Lectures 18 hours 授課 18 小時
PRE-REQUISITE 先修科目	Passed in Financial Advisers' International Qualification (FAIQ) Examination 具備國際財務顧問證書資格
ASSESSMENT **評核方式**	Final Comprehensive Examination (2 hours) 100%* 期末考試（二小時） *Examination will be in multiple choice questions format and students must attain at least 50% in the examination to pass the course. 考試爲選擇題模式，考生須答對至少 50%題目才可考獲課程合格成績
CALCULATOR **計算機**	Recommended Models (Only the Following Models are Admissible to the CFP Exam): 建議型號（適用於 CFP 資格認證考試） Casio FC100/FC200/FC100V/FC200V Hewlett Packard 10B/ 10BII/ 12C/ 12C Platinum Texas Instrument BAII Plus/ BAII Plus Professional

OBJECTIVES
課程目標

This course is a tailor-made course for candidates who have passed the IFPHK's Financial Advisers' International Qualification ("FAIQ") Examination but have not enrolled in Module One of the IFPHK Registered CFP^{CM} Certification Education Program. It introduces the basic elements and steps in the financial planning process. This module will set the background of financial planning for students and equip them with the essential knowledge and skills to perform financial planning services for clients. As students progress in the Registered CFP^{CM} Certification Education Program and acquire more advanced and specific knowledge in disciplines such as insurance, investments, taxation, employee benefits, retirement plans, and estate planning, they will then be able to apply all these knowledge to construct comprehensive financial plans in the capstone module, Advanced Financial Planning.

FAIQ 晉級課程專爲具備國際財務顧問證書而未修讀 IFPHK 註冊 CFP^{CM} 認證教育課程的單元一《財務策劃基礎》的人士提供一門快捷的銜接途徑，邁向 CFP^{CM} 資格認證。本課程旨在介紹財務策劃的 基本元素與步驟，令學員掌握財務策劃的知識和技巧，建立爲客戶訂立財務策劃的基礎。當學員繼續修讀教育課程的其他單元，將會學習進階的財務策劃知識，當中涵蓋保險學、投資學、稅務策劃、僱員福利、退休計劃和遺產安排等。學員將在單元六《進階財務策劃》中，應用相關的知識，建立 綜合的財務策劃計劃。

After successfully completing this course, students should be able to:
成功完成本課程後，學員應可：

1. define what personal financial planning is;
   闡述什麼是個人財務策劃
2. construct the essential components in a financial plan, including investment planning, insurance planning, risk management, retirement planning, estate planning, and tax planning;
   建立理財計劃的基本元素，包括投資，保險策劃，風險管理，退休計劃，遺產安排和稅務安排
3. illustrate trading mechanics in financial markets;
   闡述金融市場的交易機制
4. interpret regulations of financial markets of Hong Kong;
   詮釋香港金融市場的監管制度
5. interpret the Code of Ethics and Professional Responsibility for financial planners;
   詮釋財務策劃師的專業操守及責任
6. illustrate the financial planning process and interpret the Financial Planning Practice Standards; and
   闡述財務策劃程序及財務策劃執業標準
7. evaluate financial goals and identify discrepancies between financial resources and objectives.
   評估財務目標和確定財務資源和目標之間的差距

SYLLABUS
教學大綱

The syllabus for the course will cover topics in Module 1 but which have not been covered in the syllabus of FAIQ Examination. It shall include the following 3 parts:-
本課程旨在深入探討國際財務顧問證書課程中未能涵蓋的單元一所包括的課題。課程大綱主要包括以下三部份：

Part I: Basic concepts relevant to financial planning
第一部份：財務策劃基本概念

- Brief introduction of the differences between Certified Financial Planner Certification and FAIQ Examination
  簡介 CFP 認可財務策劃師與國際財務顧問證書課程的分別
- Professionalism in Financial Planning : Ethical Codes for CFP^{CM} Certificants
  財務策劃的專業精神 ：CFP^{CM} 持證人的道德操守
- Application of Time Value of Money and budgeting in Personal Financial Planning
  金錢的時間值及財務預算在訂立個人財務策劃的應用

Part II: Financial Planning Elements
第二部份：財務策劃元素

- Revision on different elements in financial planning
  回顧財務策劃的不同元素

Part III: Financial Planning Process
第三部份：財務策劃程序

- Overview of the Financial Planning Process and the Practice Standards
  財務策劃程序和執業準則概要

Teaching hours of the course will be:-
教學時數：

Part I 第一部份	Part II 第二部份	Part III 第三部份	**Total** 總共
5 hours 五小時	4 hours 四小時	9 hours 九小時	**18 hours** 十八小時

Notwithstanding the above, IFPHK when it sees fit may amend and/or update the syllabus without prior notice to students.
本會將按需要對教學大綱作出修訂而不作另行通知

TEXTBOOK
課本

IFPHK's textbook "Fundamentals of Financial Planning by IFPHK" for Module 1 will be used in the course.
財務策劃概論（香港財務策劃師學會出版）

APPROVED EDUCATION PROVIDERS
認可院校

Li Ka Shing Institute of Professional and Continuing Education (LiPACE)
香港公開大學李嘉誠專業進修學院
Management and Executive Development Centre (MEDC)
香港理工大學企業經管人才發展中心
School of Professional and Continuing Education (SPACE)
香港大學專業進修學院

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