

## Organizers

### ACI LUXEMBOURG

ACI International was founded in Paris in 1955; ACI Luxembourg followed two years later in 1957 as Association Cambiste Internationale. ACI is a leading, global association of wholesales financial market professionals, contributing to the market development through education & certification, market practices (The Model Code), technical advice and networking events. The association counts some 14,000 international members from more than 65 countries. ACI Luxembourg has around 450 members. Members of ACI are in a large part engaged within the financial trading or sales environment in the global financial markets representing the Foreign Exchange, Interest Rate Products and other Securities, Banknotes & Bullions, Precious Metals and Commodities and their various kinds of Derivatives

More information on ACI you can find on their international and national websites [www.aciforex.com](http://www.aciforex.com) and [www.acilux.com](http://www.acilux.com)

### IFBL

The Institute ([www.ifbl.lu](http://www.ifbl.lu)) was created in 1990 as the training organ of the Luxembourg Bankers' Association (ABBL) with the distinctive mission to "prepare, create, develop and promote any training means, programs or actions, in the interest of the financial centre of Luxembourg". The Institute thus provides wide-ranging programs from industry basics to state-of-the-art highly specialized courses.

## Practical Organization

### DATES, DURATION, PRICE

Course	Duration (hrs)	Dates 2013	Price (+ 3% VAT) (*)
ACI Dealing Certificate	32	4, 11, 18, 25 June	€ 2.310,-
ACI Operations Certificate	24	6, 13, 20 June	€ 2.000,-
ACI Diploma	48	5, 12, 19, 26 June, 3, 10 July	€ 3.435,-

(\*) ACI and IFBL members benefit from a 20% discount (under the provision that the candidate has ticked the appropriate box on the registration form).

The above indicated price comprises the course fees, the course material, a financial calculator and the catering (coffee breaks, lunches). Parking facilities in the training building will be available free of cost.

**Course schedules:** 9 am to 1 pm / 2 to 6 pm

**Language:** All the courses are held in English.

**Venue:** Training Centre IFBL / Chamber of Commerce 7, rue Alcide de Gasperi, L-1615 Luxembourg

### Registration and contact

Registrations to each one of the proposed courses have to be submitted to the IFBL at the latest 2 weeks prior to the beginning of the course on the annexed registration form (or may be downloaded from IFBL website). Non-members who wish to enroll on a private basis are requested to register via e-commerce. Our general conditions are applicable (see registration form).

For further information please contact:  
IFBL Customer Service: [customer@ifbl.lu](mailto:customer@ifbl.lu) / Tel: 46 50 16-1  
ACI Education: [education@acilux.com](mailto:education@acilux.com)

ACI

Exam

Training Courses

in Luxembourg

ACI, the Financial Markets Association, is a leading, global association of wholesales financial market professionals. These markets are dynamic and fast changing and thus demand highly qualified people with wide-ranging market skills and knowledge. ACI's education program sets out syllabi in three subject areas that test skills, knowledge and the understanding of the underlying financial market products, the market environment and professional behavior. The strategy, format and contents of ACI's education and examination programs are defined by the ACI Board of Education.

ACI Luxembourg and IFBL have rekindled their former collaboration and joined their efforts to propose preparation courses for the three ACI examinations:

- ACI Dealing Certificate
- ACI Operations Certificate
- ACI Diploma

## Training Courses

### ACI DEALING CERTIFICATE

The ACI Dealing Certificate 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.

#### Target Audience:

- New entrants and junior dealers (0-18 months experience in the dealing room)
- Middle office and operations personnel
- Auditors and compliance officers

#### Topics:

- Basic Interest Rate Calculations
- Cash Money Markets
- Foreign Exchange
- Forward, FRAs and Money Market Futures & Swaps
- Options
- Principles of Risk
- The Model Code

**Material:** A guide to ACI Dealing Certificate (will be provided)

**Syllabus** (incl. details of each topic and examination procedures):  
<http://www.aciforex.org/gb/dealing-certificate-37.cfm>

The ACI Dealing Certificate is a precursor to the ACI Diploma.

### ACI OPERATIONS CERTIFICATE

A well-trained and efficiently organized Treasury Operations Department is essential to complete every transaction. The Operations Department provides a vital service to the Front-Office by ensuring that all funds flow in a timely and correct manner and that all the necessary documentation is completed. Taking into consideration the wider job function of the Operations Staff, this examination has been designed to provide a benchmark for competency in all aspects of the operations and settlement processes. It aims to test candidates' knowledge of the underlying instruments involved in the international financial markets, the processes for efficient settlements and related basic financial calculations. Candidates should also be able to demonstrate appreciation of the scope, importance and the role of the Operations Department, particularly in ensuring an autonomous service to the Front-Office.

#### Target Audience:

- Recent entrants to the Operations Department (Back-Office)
- Other trading room support areas
- Internal and external auditors
- Compliance and risk officers
- Product Control
- Vendors

#### Topics:

In addition to the topics outlined below, candidates will be expected to be up-to-date with the latest developments that affect the Operations Department.

- Overall Financial Market and Front to End Treasury View
- Deal Capture, Trade Entry and Confirmations
- Settlement, Netting and Clearing

- Reconciliations and Investigations
- Treasury Systems and Data Management
- Risk Management, Controls, Compliance, Documentation
- Foreign Exchange
- Money Market
- Derivatives
- Short Term Bonds and Notes

**Material:** Operations Handbook for the Financial Markets Professionals (will be provided)

**Syllabus** (incl. details of each topic and examination procedures):  
<http://www.aciforex.org/gb/aci-operations-certificate-38.cfm>

### ACI DIPLOMA

The ACI Diploma builds on the ACI Dealing Certificate and the ACI Operations Certificate and is designed to ensure that candidates acquire a superior theoretical and practical knowledge of the foreign exchange and money markets, their related instruments, and the linkages that exist between those markets and the practice of risk management. Candidates are expected to have acquired a solid grounding in the core subject areas and have the requisite skills in financial mathematics prior to matriculating for the Diploma.

#### Target Audience:

- Senior foreign exchange and money market dealers
- Corporate and bank treasurers
- Senior operations staff

#### Topics:

- Foreign Exchange
- Money Markets
- Fixed Income
- Derivatives
- Market Analysis
- Risk Management

**Material:** A guide to ACI Diploma (will be provided)

**Syllabus Syllabus** (incl. details of each topic and examination procedures):  
[http://www.aciforex.org/docs/misc/20090331\\_Diploma\\_Syllabus.pdf](http://www.aciforex.org/docs/misc/20090331_Diploma_Syllabus.pdf)

In order to be eligible to take the ACI Diploma examination, candidates must have passed either the ACI Dealing Certificate or the Operations Certificate examination.

## Trainer

Lex van der Wielen, director of The Financial Markets Academy. TFMA is a member of the ACI Training Group that is formed by the ACI Board of Education.