NATIONAL CERTIFICATE IN FINANCIAL SERVICES (FINANCIAL ADVICE)

(LEVEL 5)

adviserlink

> "27 YEARS AS A TRUSTED EDUCATOR IS A PROUD LEGACY THAT WE AIM TO UPHOLD TODAY AND FOR THE NEXT GENERATION OF FINANCIAL ADVISERS"
>
> Dr. Mark Sinclair
> Managing Director
> Mentor Education Group

ADVISERLINK is committed to your professional success. Our quality educational courses, expert facilitators and ongoing support will help you stay competitive in today's complex and ever-changing marketplace.

QUALITY FINANCIAL SERVICES COURSES

Adviserlink's high level of learner satisfaction is attributed to the quality of our courses. These are designed by subject matter experts and delivered by leading industry professionals. Adviserlink, a member of the Mentor Education Group, is a registered Private Training Enterprise (PTE) that is accredited to deliver the:

- National Certificate in Financial Services (Level 4).
- National Certificate in Financial Services (Financial Advice) (Level 5).

Adviserlink's courses offer more than just compliance training that meets the requirements of the Code of Professional Conduct for Authorised Financial Advisers. They are designed to engage and challenge, so that you or your advisers are equipped with both the skills and knowledge required to maximise opportunities in your workplace.

FLEXIBLE DELIVERY OPTIONS NATIONWIDE

Adviserlink specialises in providing professional education and training services to you or your advisers anywhere in New Zealand. We appreciate that learning needs differ for each individual and organisation, which is why we allow you to select the approach that works best for you.

Whether you choose to:

- study by self-paced **distance education,**
- learn in a facilitated **workshop course**, or
- ask Adviserlink to **customise** a training solution delivered on your premises,

our friendly and experienced team will provide support and assessment feedback as you progress through your studies.

ADVISERLINK'S ONGOING COMMITMENT TO YOU

Building on the strong relationships we develop with learners completing our courses, our **industry experts** are available by arrangement to provide ongoing mentoring on an individual or organisation-wide basis and to provide access to current industry information through our state-of-the-art **Continuing Professional Development (CPD) program** and **Best Practice Review Audits.**

NATIONAL CERTIFICATE
IN FINANCIAL SERVICES (FINANCIAL ADVICE) (LEVEL 5)

QUALIFICATION OVERVIEW

The National Certificate in Financial Services (Financial Advice) (Level 5) is considered the minimum qualification requirement for individuals to provide financial adviser services as an Authorised Financial Adviser (AFA). It is a requirement of the Code of Professional Conduct that financial advisers complete the minimum standards of competence, knowledge and skills before receiving authorisation to provide financial advice that are relevant to the financial advice services that are being performed. Specialist courses are available in the areas of investment, insurance, residential property lending and trust products and services.

OUTCOME OF THE NATIONAL CERTIFICATE

The National Certificate in Financial Services (Financial Advice) (Level 5) will provide you with:

- The confidence to engage with a broad client base.
- The ability to identify various financial planning needs.
- The tools to assess and consider your client's risk profiles.
- The practical knowledge and technical expertise to meet the objectives of retail clients in at least one of the specialist areas of insurance, investment, residential property lending or trust products and services.
- An appreciation of best practice standards in financial services.

WHO SHOULD ENROL?

You should enrol if you are:

- Working within the financial adviser services industry and looking to meet the qualification requirement as an AFA in line with the Code of Professional Conduct.
- Wanting to enter or re-enter the industry and require the minimum qualification to provide advice to retail clients.
- Seeking to expand your existing financial services skills and industry knowledge.

PREREQUISITE KNOWLEDGE

There are no prerequisites for enrolling in the National Certificate in Financial Services (Financial Advice) (Level 5). It is recommended that learners have a strong grasp of literacy and numeracy. Advisers seeking to complete the National Certificate must complete Industry Essentials (Standard Set A) before they undertake any of Adviserlink's specialist courses.

ASSESSMENT

Adviserlink's assessments are aligned to unit standards that allow you to demonstrate competence of your professional skills. The assessment tasks vary depending on the area of study. They include short answer responses, practical case studies, multiple choice questions and submission of portfolio of evidence. Learners are provided three attempts to pass the assessments. Individual course can be undertaken to fill specialist knowledge gaps.

There is No Substitute for Quality Training

EDUCATION PATHWAY

The National Certificate in Financial Services (Financial Advice) (Level 5) is made up of five standard sets.

To be an AFA, you must attain the unit standard sets within the National Certificate in Financial Services (Financial Advice) (Level 5) that are relevant to the financial adviser services you provide.

Individuals seeking AFA status must fulfill Standard Set A - Industry Essentials, Standard Set B - Capstone Knowledge of the Code and Standard Set C - Professional Practice and at least one area of specialty to achieve the competencies required (provided a minimum of 50 credits are attained).

Standard Set A
Core Knowledge
(Industry Essentials)
Workshop: 2 days / 15 Credits

Standard Set D
Investment Stream

Investment Concepts
2 days / 10 Credits
Develop practical knowledge and technical expertise to apply instruments of wealth creation

Investment Advice
1 day / 7 Credits
Apply principles, concepts and practices relevant to investment advice

Standard Set E
Insurance Stream

Insurance Structure, Principles & Practice
1 day / 5 Credits
Develop a broad understanding of life insurance products and services

Life Insurance Markets
1 day / 5 Credits
Ability to assess a client's need and recommend an appropriate life insurance solution

Health Insurance
1 day / 5 Credits
Ability to assess a client's need and recommend an appropriate health insurance solution

Fire & General Insurance
1 day / 5 Credits
Ability to assess a client's need and recommend an appropriate fire and general insurance solution

Standard Set E
Residential Property Stream

Mortgage Essentials
1 day / 5 Credits
Essential knowledge of the industry, its key players, structures and the lending process

Residential Property
1 day / 8 Credits
Develop practical skills to assess and arrange residential property lending

Standard Set B
Capstone Knowledge of the Code
1 day / 5 Credits

Standard Set C
Professional Practice
1 day / 18 Credits

Compulsory — Specialist — Compulsory

STUDY OPTIONS

DISTANCE LEARNING

- Self-paced learning with all learning resources provided at reduced cost, including hard copy study material.
- Learners of the Level 5 Certificate have 12 weeks per course to complete the required area(s) of study.
- Should any assessment task be deemed ‘not yet competent’, Adviserlink will provide the learner with written feedback to allow the opportunity to resubmit their assessment.
- Learners have access to an experienced facilitator and financial adviser between Monday to Friday, 9am – 5pm by telephone and email to receive timely assessment and course material feedback.

WORKSHOP COURSE

- Face-to-face classroom courses are the fastest way to achieve your qualification.
- All learning resources provided, including hard copy study material. No hidden costs.
- Our facilitators are skilled at making the workshop experience interactive, by incorporating real life examples to stimulate interest.
- Learners benefit from a half, one or two day session within a workshop environment, with public courses scheduled in all major cities.
- Customised training solution can be delivered on your premises by our facilitators or under a content licensing arrangement.

BLENDED LEARNING

A combination of self-paced distance learning supplemented with face-to-face classroom course(s) to accelerate attainment of qualification.

NZQA REGISTRATION

Upon successful completion of the assessment task(s) that make up the National Certificate in Financial Services (Financial Advice) (Level 5) Adviserlink will upload your credits with NZQA.

ENROLMENT PROCESS

Please complete the enrolment form and scan-email to **learn@adviserlink.co.nz** or contact a Client Relationship Manager via the following methods:

0800 932 567

learn@adviserlink.co.nz

www.adviserlink.co.nz

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

Continuing Professional Development (CPD) is an important part of an adviser's life. At Adviserlink, we pride ourselves on offering practical, skills-based courses. Our CPD program is an extension of this offering.

'CPD Central' is our online learning system. It has been custom-built to help financial advice service professionals meet and manage their CPD needs via current and thought-provoking articles written by industry experts and respected academics.

Each article is aligned to a competency area to help advisers meet their compliance requirements in line with the Code of Professional Conduct for Authorised Financial Advisers.

To subscribe, download a subscription form via
www.adviserlink.co.nz/content/forms

TRAINING AND DEVELOPMENT OFFERED BY ADVISERLINK

SUPPORT STAFF

- National Certificate in Financial Services (Level 4)

FINANCIAL ADVISER

- National Certificate in Financial Services (Financial Advice) (Level 5)

CONTINUING PROFESSIONAL DEVELOPMENT

- CPD Central

BUSINESS SERVICES

- Best Practice Review Audits
- Paraplanning Support

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