

INTERNATIONAL INTRODUCTION TO INVESTMENT AWARD

The Chartered Institute for Securities & Investment (CISI)

Based in the City of London, at the heart of the world's leading international market-place, the CISI offers a range of investment qualifications that enable financial service practitioners to achieve competence and high-level expertise in order to foster strong and sustainable careers.

Building and maintaining professionalism and trust underpin all the activities that the CISI provides for its students and members.

The CISI's International Introduction to Investment Award

The **International Introduction to Investment Award** has been specifically designed to meet the needs of new entrants to the investment industry. With a tailored and focused approach to international markets, the award provides an overview of all areas of investment. The qualification offers staff in a wide range of roles a valuable understanding of the language of the industry and provides firms with a benchmark entry level qualification which can be used for induction purposes.

It is a stand-alone benchmark exam as well as a unit within the Investment Operations Certificate (IOC), formerly known as the Investment Administration Qualification (IAQ).

Who should study for it?

The CISI recommends that **Introduction to Investment** is part of an induction programme taken by all new employees, irrespective of job title. It is also ideal for those in their final year of study or who have just left school. The new syllabus allows the qualification to be taken by a range of staff not just in traditional investment administration roles. It will be especially relevant to the following job roles in the finance sector:

- ✓ Administration
- ✓ Investment Operations
- ✓ Finance & Accounting
- ✓ IT
- ✓ Customer Service
- ✓ Sales & Marketing
- ✓ Fund Management & Support
- ✓ Compliance
- ✓ HR & Training

Benefits for students

- ✓ provides key knowledge and skills directly relevant for roles in the finance sector
- ✓ demonstrates commitment to the sector to potential employers

Benefits for firms

- ✓ demonstrates a commitment to high professional standards in the investment management sector
- ✓ offers a qualification specifically tailored to the business needs of firms
- ✓ offers a broad overview of investment that is suitable to a variety of job roles within the firm
- ✓ ideally suited to form part of the induction programme at firms
- ✓ demonstrates to clients a high level of competence amongst staff
- ✓ provides a benchmark for firms to check that their staff have a solid foundation
- ✓ worldwide network of test centres

Benefits for firms' employees

- ✓ available to all employees, requiring no previous skills or qualifications
- ✓ demonstrates commitment to understanding the industry sector they work in
- ✓ offers holders confidence in their dealings with customers and colleagues
- ✓ supplies a solid foundation from which to operate in a range of job roles
- ✓ provides flexibility of study – either through training with a CISI accredited training provider or through use of the **Introduction to Investment** workbook
- ✓ presents a platform to complete the full IOC (formerly known as IAQ)
- ✓ offers successful candidates eligibility for Affiliate status of the CISI

Summary syllabus

ELEMENT 1 INTRODUCTION

- 1.1 The Financial Services Industry

ELEMENT 2 ECONOMIC ENVIRONMENT

- 2.1 Economic Environment

ELEMENT 3 FINANCIAL ASSETS AND MARKETS

- 3.1 Cash Deposits
- 3.2 Money Market Instruments
- 3.3 Property
- 3.4 Foreign Exchange Market
- 3.5 Derivatives/Commodity Exchanges
- 3.6 World Stock Exchanges

ELEMENT 4 EQUITIES

- 4.1 Equities

ELEMENT 5 BONDS

- 5.1 Government Bonds
- 5.2 Corporate Bonds

ELEMENT 6 DERIVATIVES

- 6.1 Derivatives Uses
- 6.2 Futures
- 6.3 Options
- 6.4 Terminology
- 6.5 Swaps

ELEMENT 7 INVESTMENT FUNDS

- 7.1 Introduction
- 7.2 Open-ended Funds
- 7.3 Closed-ended Investment Companies
- 7.4 Real Estate Investment Trusts (REITs)
- 7.5 Exchange-Traded Funds
- 7.6 Hedge Funds
- 7.7 Private Equity

ELEMENT 8 FINANCIAL SERVICES REGULATION

- 8.1 Introduction
- 8.2 Financial Crime
- 8.3 Insider Dealing and Market Abuse

ELEMENT 9 OTHER FINANCIAL PRODUCTS

- 9.1 Retirement Planning
- 9.2 Loans
- 9.3 Mortgages
- 9.4 Life Assurance
- 9.5 Protection Insurance

Programme timeline

There is no set period in which to achieve the **International Introduction to Investment Award**, although candidates are advised to spend approximately 70 hours studying the workbook.

How is the qualification delivered?

To offer greater flexibility to candidates, the **International Introduction to Investment** exam is delivered by Computer Based Testing (CBT). CBT is operated by Prometric, the CISI's global exam delivery partner. A worldwide network of test centres is available, ensuring flexible scheduling, instant results and ease of completing the exam on screen.

For a list of CBT venues please visit cisi.org/cbt

“The Introduction to Investment gave me the first step in to a career in the investment banking industry. The course gave me an excellent understanding of the industry, and the financial environment and its products. It also showed prospective employers my commitment and interest in working within this sector. Through the course I gained a work placement and now have a full time job with Citigroup

Kevin Harker,
Senior Service Representative, Warrants Settlements Department
Citigroup

How do I register for the International Introduction to Investment Award?

- Step 1: Pay a one off qualification registration fee
- Step 2: Book your exams at [cisi.org/bookmain](https://www.cisi.org/bookmain)
- Step 3: Complete a Qualifications Registration Form (QRF) at [cisi.org/qrf](https://www.cisi.org/qrf)

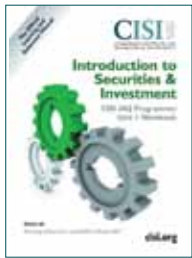
Assessment structure

The **International Introduction to Investment** is a one-hour exam consisting of 50 multiple-choice questions.

The pass mark for the exam is 70%. A certificate of achievement is issued upon successful completion of the qualification.

Candidates sitting the exam will be required to answer up to 10% additional trial questions that will not be separately identified and do not contribute to the result. Candidates will be given proportionately more time to complete the test.

Studying & training for the award



Many successful candidates for CISI qualifications take a self-study route, using the CISI's study aids. Designed in conjunction with industry practitioners, the CISI's **International Introduction to Investment** workbook and eLearning tool supports candidates in successfully obtaining the award.

Revision Express Interactive is an online study tool that can be used alongside the CISI Introduction to Investment workbook. It is an interactive and engaging method of study, which is particularly useful for busy professionals. It contains graphics, exercises and over 200 questions that enable candidates to easily absorb information at a time to suit them.

For more information visit [cisi.org/elearning](https://www.cisi.org/elearning)

For candidates who prefer formal training, CISI also works in close collaboration with its international accredited training providers (ATPs), to ensure they deliver high quality training to candidates studying for CISI exams.

To find an ATP near you, visit [cisi.org/atp](https://www.cisi.org/atp)

Candidate performance reports

If a candidate is unsuccessful in their exam they are able to purchase a performance report from the CISI. The reports are useful in identifying exam time management, performance analysis against national average and areas that require additional revision.

CISI membership

Candidates automatically receive free student membership for 12 months from the date of completion of the QRF. This is extended at no extra cost if a candidate does not complete the qualification within 12 months.

Student membership benefits include:

- ✓ access to CPD log
- ✓ access to CISI TV
- ✓ access to Professional Refresher modules
- ✓ four free continuing professional development events per year
- ✓ *Securities & Investment Review* online
- ✓ discounts on conferences and training courses
- ✓ online dictionary of securities and investment terms

Candidates successfully completing the **International Introduction to Investment** are eligible to become Affiliate members.

CISI membership enables you to develop your career, increase your competence and maintain the highest standards of personal integrity. The programme of free professional benefits assists you to keep up to date with the industry.

For more information on membership visit [cisi.org/membership](https://www.cisi.org/membership)

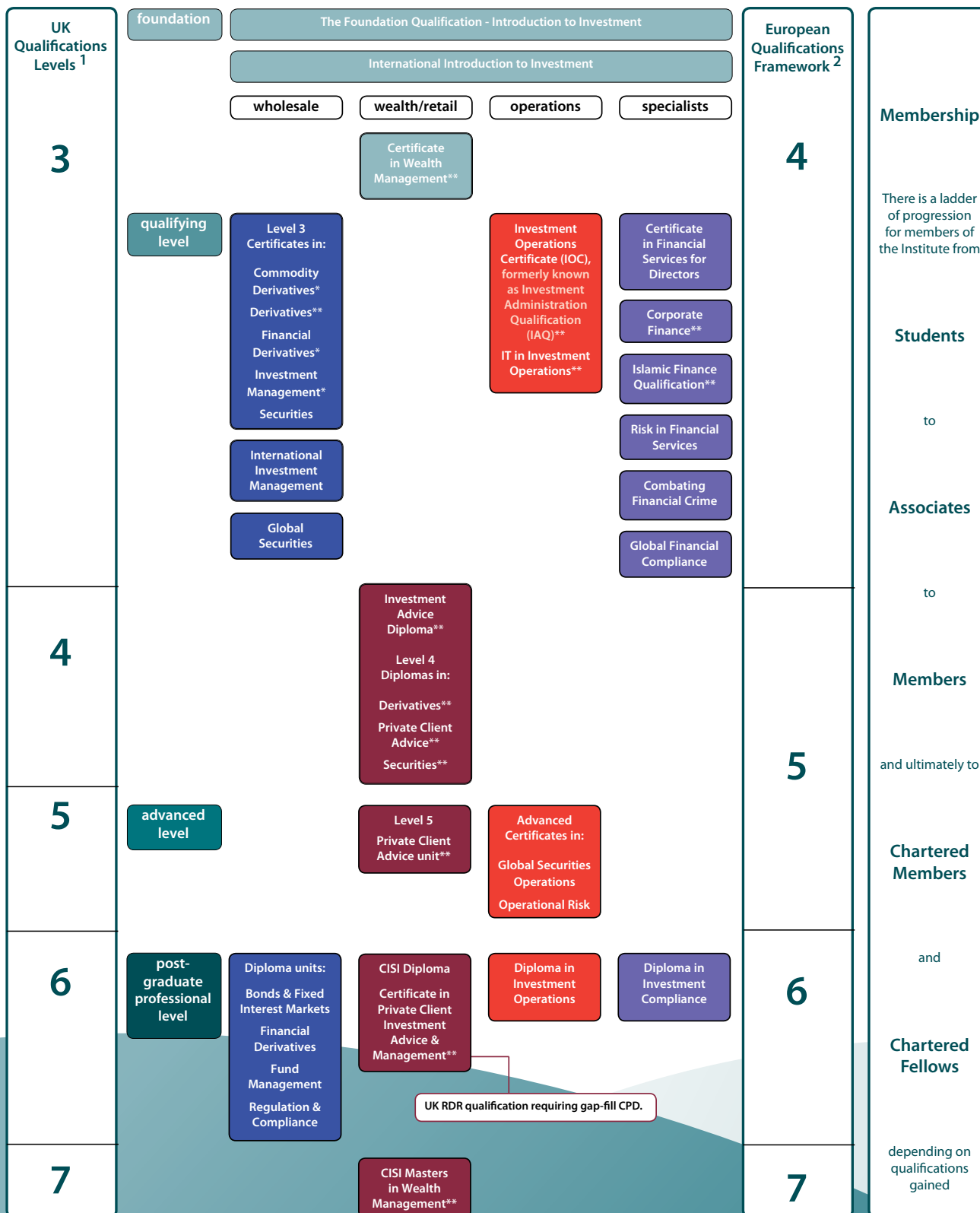
CISI CPD scheme

With ever-increasing regulatory focus on firms' commitment to competence and compliance, firms need to demonstrate that their staff not only achieve initial competence though the acquisition of knowledge but also the refinement and development of existing skills to maintain their competence. The CISI provides the perfect platform from which companies as well as practitioners can demonstrate their commitment to maintaining staff competence.

The CISI has a formal scheme which enables members to log appropriate learning that they carry out in order to achieve a recommended 35 hours CPD a year. Members who register for a CISI exam will automatically have their CPD hours added to their log. The scheme is open to all non-student categories of membership.

CISI members demonstrate their commitment to professionalism and ongoing learning with free use of the scheme.

The Qualifications and Credit Framework



1. This column is a guide only. Within the chart, National Qualifications Framework* and Qualifications and Credit Framework** accredited qualifications are marked accordingly.
 2. The European Qualifications Framework is an overarching qualifications reference framework that links the qualifications of different countries together.

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