

POST GRADUATE DIPLOMA IN FINANCIAL PLANNING AND RELATIONSHIP MANAGEMENT (PGDFPRM)

PROGRAM OBJECTIVE

The soaring Indian economy is creating huge opportunities and market potential for financial products and services, along with professional and active support for financial planning. Given this scenario, many financial institutions are aggressively looking to enhance their share of the opportunity. With the entry of private sector players, the product range has widened considerably and Indian consumers have a lot of choices. There is thus a need for professional financial advice, so that people can choose the investment product that best suits their requirement and meets their goal of wealth creation.

The objective of the Post Graduate Diploma in Financial Planning and Relationship Management (PGDFPRM) program is to make aspiring Financial Planners sought after by both, organizations who are offering financial planning services, and also by individuals who need this support. The new age financial planner needs to possess adequate knowledge of the basic foundation blocks of financial services sector as well as an in-depth understanding of the various products and services.

The first step in becoming a financial planner is to be an effective salesperson. Thus honing selling skills forms a vital part of this course. Hence apart from sharpening financial planning techniques and helping understand the wealth management process, the course also focuses on how to sell the financial products and services.

The relevant use of technology in the planning process increases productivity on the job. Most importantly, one needs to understand customers with respect to their financial position, their risk appetite, and their future financial needs in order to recommend suitable investment options.

PGDFPRM aims to create such industry-ready professionals at the entry level who are equipped with the knowledge, skills, selling techniques and attitudes required for financial planning and wealth management through Relationship Management. **A modern Finance Planner for the ever-changing needs of the Financial Sector!**

ABOUT THE PROGRAM

PGDFPRM is a 6 month full-time program with 3 months of full-time class-work followed by 3 months of supervised internship. This aims to create industry-ready professionals at the entry level who are equipped with the knowledge, skills and attitudes required for financial planning and wealth management through Relationship Management. The program is unique in both its content as well its methodology, and it is distilled from the real-life experience of practicing Financial Planning professionals from our partner organizations who have been part of content development team.

PROGRAM DESCRIPTION

FUNDAMENTALS OF FINANCE - The learner is taken through topics on the Indian financial system, the concept of intermediation, various financial intermediaries like banks, insurance companies, mutual funds, etc. Further, this course also equips the learner with the knowledge of Financial Mathematics and Accounting and basics of IT applications relevant to a financial planner.

PROFESSIONAL SKILLS – This course takes the learner through professional communication and customer service by introducing them to various skills that will assist them in solving oral and written communication problems. It also covers topics on time management, goals achievement, working in teams etc. These topics, apart from imparting communication and professional skills, will also enable the individual to create a shared understanding of his or her role in the organization.

FINANCIAL PRODUCTS & SERVICES – This course gives the learner an in-depth knowledge of the products offered by banks, mutual funds, insurance companies, and also takes the learner through topics on DEMAT, capital market, commodity markets, derivatives etc. The course also equips the learner with the ability to benchmark one product against another so that they are in a position to compare, plan and advise their customers effectively.

PRINCIPLES OF FINANCIAL PLANNING – Any knowledge and understanding must eventually be applied for it to be productive. This course helps the learner assess the needs of an investor by understanding the specific individual requirements through intensive need analysis, customer profiling, recommending a portfolio, implementing the plan, monitoring the growth and periodical review and rebalancing of the plan etc. The learner will also be taken through the implications of various tax provisions and the regulatory rules laid down by RBI, SEBI, IRDA, etc. The learner also gets advanced inputs on the needs and requirements of HNIs (High Networth Individuals), nuances of servicing HNIs, special challenges, and different approaches to wealth management.

SELLING SKILLS AND TECHNIQUES – Selling is an integral part of financial planning. In fact, this is the first step to becoming a good financial planner. This course acquaints the learner with the nuances of selling, develop their selling skills and cultivate the ability to interact professionally with their customers with the capability to influence their decisions. At the end of this course, the learner will be able to appreciate the importance of sales and the sales process especially in such a dynamic market.

SALES PLANNING AND ADMINISTRATION – In this course, students learn to value planning as a tool to achieve sales targets consistently. They learn to create sales plans with simulation exercises and business-based situations created in the classroom by expert trainers. They also learn the importance of prospecting, referrals, up selling, cross selling, customer satisfaction and retention, and their quantitative and qualitative impact on organizational baseline.

RELATIONSHIP AND TEAM MANAGEMENT – This course takes the learner through the integral part of financial planning i.e. building and retaining relationships for mutual benefit and customer delight and periodic monitoring and rebalancing of financial plan. In addition to this, the course provides the learner with skills on managing teams, enabling the individual to create teams with a shared understanding of their role in the organization.

APPLICATION PROJECTS – The learner undertakes an assignment and a project. The participants are divided into groups and allotted a topic relevant to financial planning. The group collects data from various sources, evaluates it amongst themselves, creates an executive summary detailing the relevant information in a systematic manner and presents it to the class for knowledge dissemination.

To reinforce their learning and to differentiate real life from the classroom experience, participants complete a project, where they draw up an investment plan for an identified client. They are guided through the project by a team of faculty and industry experts. This project gives them a realistic experience in being a professional financial planner.

SUPERVISED INTERNSHIP

Students are assigned to one of the participating organizations at the conclusion of three months of classroom teaching and are given tasks that they would normally perform after recruitment. During the 3 months of internship, the students report to designated supervisors who monitor their integration into the world of work. Simultaneously, they are guided by faculty members from IFBI, who ensure that they are also able to abstract and apply the theoretical concepts that they acquired during the classroom course.

PLACEMENT SERVICES

PGDFPRM WITH AN EMPLOYMENT OFFER AT THE TIME OF ENROLLMENT

A select set of candidates who are short-listed for admission to PGDFPRM will be granted admission under the Pre-Employment Offer. These candidates will be pre-selected by the partnering organizations at the time of enrollment for employment on completion of the program. The organizations will offer provisional appointment letters with terms and conditions.

PGDFPRM WITH PLACEMENT ASSISTANCE

Candidates who enroll without having qualified for the Pre-Employment Offer will receive Placement Assistance on successful completion of the program, subject to fulfillment of academic and placement assistance guidelines. The number of such candidates is expected to be few, as the **bulk of enrollments will be with the Pre-Employment Offer.**

EVALUATION & CERTIFICATION

Both the classroom teaching and the internship phases of the program are evaluated. Tests, quizzes, assignments, and project-work form the evaluation instruments during the classroom phase; while during internship, the candidates are evaluated based on the performance at work and on their professional personality. The transcript finally received by the student reflects scores obtained in all the courses (this will include the internship component as well).

To qualify for the award of the PGDFPRM title, candidates should have scored a minimum of 50% marks each in classroom phase and internship phase. Tests during the classroom phase are administered online through the Learning Management System (LMS). Ample opportunities are given to the students to improve their performance in the tests.

PROGRAM SCHEDULE

The PGDFPRM consists of five hours of classroom contact and three hours of supervised self-study per day. Students are divided into two batches for convenience. The first batch begins its five hours of classroom at 8.00 AM, while the second batch begins at 1.30 PM. Supervised self-study takes place during the rest of the day.

In addition to the formal classroom sessions, students may be required to participate in collaborative projects and assignments, e-learning and other reference work. To expedite the program, students may have to work on some local holidays.

ELIGIBILITY CRITERIA AND SELECTION PROCESS

Graduates in any discipline with 50% marks and less than or equal to 26 years of age are eligible to apply for this program. Candidates in the final year of graduation can also apply and will be granted admission upon successful completion of their degree. (Candidates with more than three years of experience are not eligible for this program.)

Candidates applying for the PGDFPRM program are selected on the basis of an aptitude test and a personal interview.

FEES AND PAYMENT SCHEDULE

The Program Fee for PGDFPRM is Rs
Fees are inclusive of all academic charges, examinations and study materials. Payments are to be made to IFBI by cash, credit/debit card, cheque or demand draft, in favor of **“NIIT Institute of Finance Banking and Insurance Training Limited”**

A deferred payment facility exists with the following schedule:

- On Admission - Rs
- On Registration - Rs
- On the 1st of the next month after Registration - Rs
- On the 2nd of the second month after Registration - Rs



Institute of Finance, Banking & Insurance

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