



**JOHANNESBURG CAMPUS:** Tel: (011) 718-4000 Fax: (011) 482-1814  
Cnr Main Road and Landau Terrace, Melville Ext 2  
P O Box 91714, Auckland Park, 2006  
Email: [studentservices@milpark.ac.za](mailto:studentservices@milpark.ac.za)  
Website: [www.milpark.ac.za](http://www.milpark.ac.za)

**CAPE TOWN CAMPUS:** Tel: (021) 673-9100

**DURBAN OFFICE:** Tel: (031) 266-0444



**SHORT COURSE: CLASS OF BUSINESS TRAINING  
MODE OF DELIVERY: ONLINE**

## DESCRIPTION

## COURSE PURPOSE

The competency requirements, as set out in the Financial Advisory and Intermediary Act, 2002 (Act No. 37 of 2002) [FAIS Act (BN 194 of 2017)], require financial services providers, key individuals and representatives to complete class of business training. The following classes are provided for:

- Short-term Insurance: Personal Lines
- Short-term Insurance: Commercial Lines
- Long-term Insurance
- Pension Fund Benefits
- Short-term and Long-term Deposits
- Structured Deposits
- Investments
- Forex Investments
- Health Services Benefits.

Each class will be offered as a separate short course, during which participants will be trained and assessed on these aspects (as set out in the legislation).

## COURSE OUTCOMES

On completion of each course, the qualifying candidate will, in respect of the specific class of business completed, be able to:

1. Discuss the range of financial products within the class of business.

2. Explain the general characteristics, terms and features of financial products in the class of business; and any specialist characteristics, terms and features in respect of financial products in the class of business.
3. Explain the typical fee structures, charges and other costs associated with products in the class of business.
4. Explain the general risks associated with investing in, purchasing or transacting with the products in the class of business.
5. Discuss the investment and risk principles, options and strategies in respect of products in the class of business.
6. Select an appropriate product or product features in the class of business for different types of clients or groups of clients.
7. Name the typical role-players or market participants in respect of products in the class of business, including their legal structure.
8. Explain the effect of applicable legislation, including taxation laws, on products in the class of business.
9. Explain the effect of applicable economic and environmental factors, such as –
  - (i) the economic and business environment and cycles;
  - (ii) inflation;
  - (iii) government monetary and fiscal policies; and
  - (iv) interest rates and exchange rateson the products in the class of business and the performance of those products.
10. Identify any inter-relationship within and between particular classes of business.
11. Name industry standards and codes of conduct relevant to the class of business.

## OFFERING

The following will be provided for each course:

- Access to the online course page
- Online material
- Study plan
- Access to the online tutor
- Videos from industry experts to guide you through complex aspects of the material
- Online activities to complete before attempting the assessments
- Three attempts at each online assessment
- Online verifiable certificate, available immediately on successful completion of a class.

The following class offerings include printed study material:

- Short-term Insurance: Personal Lines
- Short-term Insurance: Commercial Lines
- Long-term Insurance
- Investments.

## **COURSE DESCRIPTION**

Short Course: Class of Business Training

## **MODE OF DELIVERY**

The course will be delivered using the *myMilpark* online platform. You will study in your own time. A tutor will be available on an online forum to assist with content-related queries. A course administrator will also be available to assist with administrative queries and may be contacted through telephone or email.

## **EXPECTATIONS**

In order to successfully complete this course, you should:

- work through all the material and activities.
- achieve at least 60% in each of the online tests assigned to a specific course within the time allowed.

If you do not achieve 60% in each of the online tests at the third attempt, you will be required to repeat the course.

## **ADMISSION REQUIREMENTS**

This course has open enrolment, but proficiency in English is required.

## **ACCESS TO TECHNOLOGY**

Milpark provides students with materials, resources, formative assessments (including online tests and quizzes), discussion opportunities and a number of administrative services as part of the *myMilpark* and *myCourses* online tuition and support environments. Course materials direct students to additional external resources in the form of links to downloadable documents, websites and videos.

Having access to the below-mentioned online facilities is essential for efficient communication, learning and success. You will need continuous (daily) access to study, using the resources mentioned above, and to submit and receive your assignments.

### **Minimum system requirements**

- Reliable internet connection with continuous access
- Firefox/Internet Explorer/Chrome web browser
- Microsoft Word
- The means to open and read PDF documents

- The means to scan and upload documents
- Email/cellphone for notification and communication.

## **DURATION**

A study plan will be provided, but, as the course is self-paced, the duration will depend on your time availability.

## **CERTIFICATION**

A short course certificate of completion will be issued provided that you meet the minimum requirements for certification for this specific course.

## **FURTHER STUDIES**

Students who have successfully completed this short course certificate may articulate onto other short courses. Students may at any time apply for admission to any of Milpark's further or higher education qualifications, where they may be admitted, subject to the admission requirements of each qualification.

## **PRICING**

The course fees include access to the online environment for the full duration of the course, access to the online tutor and one cycle of assessments (three attempts at each online test). Each class of business module costs R250. An additional R150 is payable for classes where printed study guides are provided. This cost includes the courier fee.

## **ABOUT MILPARK EDUCATION**

Milpark Education offers a range of higher education qualifications, accredited by the Higher Education Quality Committee (HEQC) of the Council on Higher Education (CHE). Milpark Education offers distance learning and contact learning, as well as supporting workshops. The qualifications include a variety of certificate, diploma, undergraduate degrees and the MBA.

## **DISCLAIMER**

The content of this brochure is accurate at the time of going to print. Milpark Education reserves the right to change the course content due to changes in legislation, market requirements and other reasons. Notice of such changes will be published on our website.

**Website:** [www.milpark.ac.za](http://www.milpark.ac.za)

**Email:** [info@milpark.ac.za](mailto:info@milpark.ac.za)