MSc in Banking Practice and Management and Chartered Fellowship

Part-time Executive and Online programmes

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www.ifslearning.ac.uk

The ifs School of Finance is a not-for-profit professional body and registered charity, incorporated by Royal Charter.
MSc in Banking Practice and Management and Chartered Fellowship

Global events of the last few years demand that today's banking professionals are able to demonstrate a detailed understanding of the issues facing both the financial services sector and the worldwide economy.

In the current financial services environment, banks increasingly expect their senior managers not only to display leadership skills but also to possess an in-depth knowledge of the banking industry, whilst operating to the highest professional standards.

The **ifs** Masters programme in Banking Practice and Management:

- has been designed in collaboration with financial services industry practitioners
- covers topics of the most critical importance and relevance in the banking sector, providing insight on how global financial institutions conduct their business
- enables students to develop the necessary analytical tools to evaluate contemporary industry issues
- differentiates students from their peers in the highly competitive, fast-moving world of financial services
- provides direct entry to the prestigious **ifs School of Finance** Chartered Fellowship, only available to holders of the MSc in Banking Practice and Management
- allows students to achieve the MSc in 3 distinct stages, each of which leads to the award of a recognised postgraduate qualification in its own right
- is available to study, **wherever students are in the world**, offering choice and flexibility in terms of how, where and the length of time they study

### Benefits for employers

Supporting the professional development of staff through structured, relevant and challenging qualifications such as the **ifs** Masters programme has a wide range of benefits for employers.

Investing in education:

- drives performance excellence and organisational growth
- enhances confidence by providing reassurance to customers, industry regulators and investors that staff are fully competent to perform their roles
- enables organisations to recruit and retain the best talent
- encourages employees to think beyond established parameters and develop innovative solutions and ways of working

### About the **ifs School of Finance**

The **ifs** is a not-for-profit professional body and educational charity, incorporated by Royal Charter. We hold the same taught degree-awarding powers as a university but are unique in our dedication to banking and finance subjects.

Founded in 1879 as the Institute of Bankers we have remained at the forefront of professional education in financial services ever since, with **ifs** alumni employed at every major banking institution in the UK and internationally, and have an unrivalled reputation within the banking and financial services industry for producing graduates of the highest calibre.
The Masters programme

The part-time MSc in Banking Practice and Management is a unique, specialised postgraduate qualification for aspiring senior managers in the financial services sector. It can be studied as a single programme or undertaken in three stages, allowing students to build towards their MSc and Chartered Fellowship* over a longer period of time as their career develops, while providing recognition of their achievement at each stage.

The *ifs offers a choice of flexible pathways that will enable students to combine their personal commitments and demands of a financial services management career with study towards the MSc.

*In order to be awarded Chartered Fellowship (CFifs) status, it is necessary to hold a minimum of three years relevant experience, in addition to the Masters qualification.

Executive MSc

The two-year Executive programme provides the flexibility of supported online distance learning whilst offering the opportunity for interaction and networking with other industry professionals at the regular London-based workshops. This enables students to build valuable relationships and benefit from the shared experiences of their peer group.

Online MSc**

Banking is a global business and the Online MSc has been designed to meet those international needs. This three-year programme is delivered entirely online, giving students flexibility in terms of where and how they study, whilst engaging in a structured and supported learning experience with other like-minded financial services professionals worldwide.

**Subject to validation.

Which route is right for you?

<table>
<thead>
<tr>
<th>Key Facts</th>
<th>Executive MSc</th>
<th>Online MSc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Next start date</td>
<td>September 2013</td>
<td>September 2013</td>
</tr>
<tr>
<td>Study</td>
<td>Blend of online distance learning and workshops in London</td>
<td>Exclusively online distance learning</td>
</tr>
<tr>
<td>Duration</td>
<td>8 months (PGCert) 16 months (PGDip) 24 months (MSc)</td>
<td>12 months (PGCert) 28 months (PGDip) 36 months (MSc)</td>
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<tr>
<td>Structure</td>
<td>30 credits per term over 16 months followed by an 8 month dissertation</td>
<td>One module per term over 28 months followed by an 8 month dissertation</td>
</tr>
<tr>
<td>Total study hours per 15 credit module</td>
<td>150 hours</td>
<td>150 hours</td>
</tr>
<tr>
<td>Average cohort size</td>
<td>15 students</td>
<td>15 students</td>
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Programme Overview

Postgraduate Certificate in Banking Practice and Management (PGCert)

The first stage of the programme, the PGCert, comprises the core strategic knowledge needed to be a successful manager in the financial services industry. It is designed to enhance understanding of the functions of banks and the challenges which the industry faces as well as develop essential skills in analysing and critically interpreting financial and non-financial information. The PGCert also introduces the interrelated and important areas of banking regulation and risk management. Students will study the key principles of risk and regulation and the important systems and functions which seek to prevent catastrophic failure in financial institutions and markets.

Postgraduate Diploma in Banking Practice and Management (PGDip)

Following completion of the PGCert, the PGDip develops a broader understanding of the nature and value of banking to customers, the economy and wider society. Students will consider the economic environment from the perspective of both financial institutions and the businesses they serve and will be able to tailor their studies towards their own career interests through the selection of two option modules.

These option modules allow students to build specialist knowledge of strategic management concepts such as the marketing and distribution options available to the industry, the challenges faced by those in leadership roles within the financial services sector and the management of a bank’s balance sheet. There is an opportunity to enhance understanding of the products available to banks to support both their largest clients, through the corporate and investment banking markets, as well as their SME customers. The PGDip will also develop research skills in preparation for the dissertation to be undertaken as the final element of the MSc.

MSc in Banking Practice and Management and Chartered Fellowship

Having successfully achieved the PGDip, completion of the final dissertation element brings together the knowledge and skills learnt throughout the programme and gives students the opportunity to build on a topic of particular interest within the financial services sector. Successful completion of the dissertation leads them to the award of the MSc in Banking Practice and Management and also to the prestigious Chartered Fellowship.

Chartered Fellowship

The Chartered Fellowship of the ifs School of Finance is a recognised mark of senior status within the banking industry. It is only available to holders of the MSc in Banking Practice and Management and, as such, Chartered Fellows are a select group of professionals representing the pinnacle of academic success, as well as a high standard of achievement in the industry.

To achieve and maintain Chartered Fellow status, participants must hold a minimum of three years relevant professional experience and complete an annual programme of high-quality Continuing Professional Development (CPD) which contributes directly to pre-defined development objectives. Chartered Fellows are entitled to use the honorific ‘Chartered Fellow of the ifs School of Finance’ and the designatory letters ‘CFifs’.

[The MSc] gave me a fantastic insight into the banking industry. Not just through the course material but also by developing a network with the other students, who were senior leaders from a variety of organisations with a range of different backgrounds. The course was dynamic, as were the students; it made the MSc a unique way of gaining considerable and diverse industry experience, developing both my understanding and confidence.

Neil Ward ACIB, BSc (Hons), BA (Hons)
Senior International Commercial Manager
HSBC Bank PLC
MSc student 2011-13
Programme delivery

Executive MSc

The course is supplemented by a three-day programme induction followed by a number of one or two-day workshops (normally a maximum of four days per 15-week term) held at the ifs campus in London. The workshops provide a great opportunity to meet fellow students and the course team. They are designed to embed the core concepts of each subject and allow students to benefit from direct engagement with industry speakers and lecturers. Workshops are an integral part of the Executive MSc programme, consolidating distance learning and often closely linking to the assessment components. The workshops are compulsory and students must be able to commit to attend upon application.

Online MSc

Online distance learning students become part of the programme’s international learning community. Students are supported by a course team comprising a mix of highly experienced industry practitioners and traditional academics with expertise in the world of banking and financial services. The Online MSc supports students’ learning over a longer period of time, with modules taught through a combination of independent study, group activities and real-time tutorials.

“One of the key strengths of this programme is its emphasis on practical relevance and I am pleased to have been able to assist in developing the Capital Markets and Bank ALM module, the syllabus for which reflects accurately market practice and discipline in today’s banking market.”

Professor Moorad Choudhry, Fifs
Treasurer
Corporate Banking Division
Royal Bank of Scotland
<table>
<thead>
<tr>
<th>Term date</th>
<th>Module</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Sept 2013 – Feb 2014</td>
<td>Bank Strategy and Competition</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Financial and Bank Accounting</td>
<td>15</td>
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**Award on completion of 60 credits: PGCert**

<table>
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<tr>
<th>Term date</th>
<th>Module</th>
<th>Credits</th>
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<tr>
<td></td>
<td>Leadership in Banking OR Marketing and Distribution of Financial Services</td>
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<tr>
<td>Oct 2014 – Feb 2015</td>
<td>Research Methods</td>
<td>15</td>
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<tr>
<td></td>
<td>Capital Markets and Bank ALM OR Commercial and Business Banking</td>
<td>15</td>
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**Award on completion of 120 credits: PGDip**

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<th>Term date</th>
<th>Module</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Feb 2015 – Oct 2015</td>
<td>Dissertation</td>
<td>60</td>
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**Award on completion of 180 credits: MSc**
## Online Programme

<table>
<thead>
<tr>
<th>Term date</th>
<th>Module</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Sept 2013 – Feb 2014</td>
<td>Bank Strategy and Competition</td>
<td>15</td>
</tr>
<tr>
<td>Feb 2014 – Jun 2014</td>
<td>Financial and Bank Accounting</td>
<td>15</td>
</tr>
<tr>
<td>Oct 2014 – Feb 2015</td>
<td>Capital Markets and Bank ALM OR Commercial and Business Banking</td>
<td>15</td>
</tr>
<tr>
<td>Feb 2015 – Jun 2015</td>
<td>Banking and the Economic Environment</td>
<td>15</td>
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<tr>
<td>Jun 2015 – Oct 2015</td>
<td>Leadership in Banking OR Marketing and Distribution of Financial Services</td>
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<tr>
<td>Oct 2015 – Feb 2016</td>
<td>Research Methods</td>
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**Award on completion of 60 credits: PGCert**

**Award on completion of 120 credits: PGDip**

<table>
<thead>
<tr>
<th>Term date</th>
<th>Module</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Feb 2016 – Oct 2016</td>
<td>Dissertation</td>
<td>60</td>
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</tbody>
</table>

**Award on completion of 180 credits: MSc**
Learning Experience

MSc students join as a group at one single entry point each year (September/October) and progress through the programme as a distinct cohort. This provides increased opportunities for peer interaction, team-building and collaborative learning. Whether opting to study the Executive or Online MSc, students quickly find that their peer group becomes an invaluable and supportive learning resource.

Each delivery method has been designed so that students can fit their study around work and other commitments. Online resources include:

• study guide for each module, guiding students week-by-week through the syllabus
• collaborative, highly relevant learning activities, closely supported by lecturers
• links to academic journals, industry articles and recommended reading
• discussion forums, blogs and real-time tutorials to encourage debate between fellow students and the course team
• full access to the ifs’ online library, ifs KnowledgeBank

Summer School

An optional Summer School takes place each August at the ifs campus in London. This is a week-long programme of lectures, workshops and activities, providing you with an invaluable opportunity to meet and network with fellow MSc in Banking Practice and Management professionals. You will have the chance to experience life in the City of London, the world’s leading international financial centre, meet with the MSc course team and engage with a variety of guest speakers from the banking industry. The Summer School is open to all students* on both the Executive and Online programmes.

Studying

This is a selective programme and cohort sizes are small – typically no more than 10-15 students per group. This enables students to benefit significantly from the experience of other like-minded, senior financial service professionals, which is invaluable in both enhancing learning and supporting future career progression.

As you would expect at postgraduate level, this is a challenging course and we estimate that each 15-credit module will require approximately 150 hours of study over the whole programme, including time for assessment preparation and background reading.

*subject to a supplementary fee

The MSc has contributed a richness and depth to how I approach my role and the quality of insight I feel I am contributing across a wide range of activities.

David Farley
BSc (Hons) AdvDipRFS CAifs
MSc student 2011-13
Securing sponsorship for your study

The *ifs* Masters programme requires a significant level of commitment from you as an individual. However, if your employer funds you to undertake this qualification, whether in full or in part, they will also be making a considerable investment in your future career in terms of finance and time, as well as showing faith in you as an employee. You will need to demonstrate the benefits that this qualification will bring to the organisation before that support is given.

When building a successful business case to present to an employer, there are four questions to bear in mind throughout the process:

1. **Who** will read the business case?
2. **What** is being asked of them?
3. **When** must they give an answer?
4. **Why** would they want to support you? What are the benefits to your company?

Preparing and writing a business case

- **Find out the company’s policy regarding educational support.**
  Has the organisation supported its employees through study in *ifs* qualifications?
- **Establish who will be involved in the decision-making process** and understand your company’s sign-off process (including the timescales involved.)
- **Identify your company’s current business needs.**
  How can they be addressed through the programme?
- **Prepare a personal development plan** to show how the programme will benefit not just the company but also your own personal development.
- **Demonstrate your personal commitment.**
  How will the programme impact your home and social life? How much time can realistically be committed to studies each week?
- **Consider any challenges that may appear** and appropriate responses.

A business case should be **succinct, informative and comprehensive.** The information should be relevant and demonstrate careful evaluation of all aspects - the cons as well as the pros.

The complete *ifs* guide for preparing and writing a business case for your employer can be found at [www.ifslearning.ac.uk/msc](http://www.ifslearning.ac.uk/msc) under the ‘Fees’ tab.
Entry Fees - September 2013

Each level of the programme can be applied for separately, though students must complete each level before commencing the next. A reduced overall fee is available to those who apply for the entire programme.

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Credits</th>
<th>Fee</th>
<th>Fee if applying for the entire programme</th>
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</thead>
<tbody>
<tr>
<td>PGCert</td>
<td>60</td>
<td>£3,900 (Executive) £3,250 (Online)</td>
<td></td>
</tr>
<tr>
<td>PGDip</td>
<td>120</td>
<td>£3,900 (Executive) £3,250 (Online)</td>
<td>£10,500 (Executive) £8,950 (Online)</td>
</tr>
<tr>
<td>MSc and CFifs</td>
<td>180</td>
<td>£3,900 (Executive) £3,250 (Online)</td>
<td></td>
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The ‘Henry Grunfeld Fellowship’ Entry Scholarship

The *ifs* is delighted to offer a number of entry scholarships covering one third of the full MSc in Banking Practice and Management programme fee. The *ifs* entry scholarships are available to self-funded alumni of the *ifs* and new students, whether based in the UK or overseas.

If you would like to be considered for an entry scholarship, please indicate in the appropriate place on your application. In order to be eligible for consideration, you must meet the minimum programme entry criteria and be able to confirm that you are solely self-funded. The decision to recommend the award of entry scholarships will be made by the Admissions Panel on the basis of your potential academic achievement. The Panel will assess all aspects of your application but, in particular, your personal statement and references.

Further scholarships of £1,500 are also available to both self-funded and sponsored *ifs* alumni to recognise and reward recent high academic achievement by students who have studied at undergraduate level with the *ifs School of Finance*.

Entry criteria

The entry requirements for the programme are as follows:

- Normally a 2.1 Honours degree (or equivalent) in a banking, economics or finance-related discipline from a recognised institution.
- Demonstration of relevant professional experience. You should either be currently working in, or have experience of working in, the financial services sector.

You are also encouraged to apply if you hold:
- the *ifs School of Finance* Associateship (or ACIB) / BSc or a comparably challenging relevant undergraduate qualification
- a degree in an unrelated discipline, but extensive relevant financial sector experience

If English is not your first language, you will need to hold an IELTS score of 7.0 or above overall with no element below 6.5 (or equivalent).

In some cases, applicants may be interviewed and/or asked to submit a piece of written work, in addition to their application, in order to assess their suitability for the programme.
How to Apply

We ask all candidates to complete an online application form, via our website at www.ifslearning.ac.uk/msc

Applications for a September 2013 start must be received by 15 July 2013.

For more information, please visit our website at www.ifslearning.ac.uk/msc

If you have any questions regarding the programme or for any further information, please contact the Student Services and Admissions Office on +44 (0) 1227 829499 or email enquiries@ifslearning.ac.uk
Quality, Innovation and Relevance in Financial Education