



LEARNING
ACADEMY



CERTIFICATE IN TREASURY

A guide to organising your learning time

CERTIFICATE IN TREASURY

Choosing to do the Certificate in Treasury (CertT) puts you on the path to becoming a trusted professional, relied upon for your operational competencies and technical know-how. You'll be in a position to add value to the business or your clients by offering practical guidance to colleagues, while driving continuous improvements.

The progressive nature of ACT qualifications means that the CertT builds on what is learnt on the Certificate in Treasury Fundamentals (CertTF) and delivers practical understanding of the context of treasury within the organisation, cash, liquidity and risk management, how to source finance, systems needed and the impact of regulations.

Getting qualified also allows you to use the globally recognised designatory letters, CertT after your name - the clear indicator to colleagues, clients, recruiters and employers that you are a credible, trusted professional.

To get you assessment ready, learning is offered through the ACT Learning Academy, the official study centre of the Association of Corporate Treasurers (ACT).

To give you the very best chance of assessment success you get:

- **Flexibility and choice** - study on the go, in the office or at home
- **Professional expertise** - our tutors and trainers are industry experts
- **Personal support** - our friendly programme managers are here to help
- **Excellent resources** - practice exams, study guides, study tips and techniques

HOW TO GET STARTED

When you submit your booking for the online course, it will be processed within five working days and you will receive access to the academy on the day your booking is processed. From here, you access your online course materials and once you are logged in you can start studying straight away. All study guides are available to download as well if you prefer to study off line at any time.

The key to success is to choose an assessment window and work backwards from that date to plan your learning time. As a guide, you can use any of the suggested learning time management plans or make one that works for you.

Everyone learns at their own pace, which is why with the ACT Learning Academy you have 24/7 access to your learning materials online and they are available for download so that you can access them offline too. Sometimes work commitments take precedence, or you need to pause and take a break around a life event, but remember your professional development is important too. You have access to your learning materials for 24 months so if you want to spread your learning out over a longer period of time, you can do that, but for best results, we recommend keeping up the momentum!

CERTIFICATE IN TREASURY

ASSESSMENTS

Firstly, choose an assessment window to aim for. There are three assessment windows a year held in April, July and October.



250 HOURS

is the recommended commitment of time to successfully work through the learning and revision materials, broken down into **50 hours per unit**

IF YOU START LEARNING IN THIS MONTH:	YOU COULD BE READY FOR THIS ASSESSMENT WINDOW:	YOUR LEARNING LICENCE WILL EXPIRE IN THIS MONTH:		
January 2019	Unit 1: 30 April 2019 Unit 2: 30 April 2019 Unit 3: 1 May 2019	Unit 4: 1 May 2019 Unit 5: 2 May 2019	January 2021	
February 2019	Unit 1: 30 April 2019 Unit 2: 30 April 2019	Unit 3: 17 July 2019 Unit 4: 17 July 2019	Unit 5: 18 July 2019	February 2021
March 2019	Unit 1: 16 July 2019 Unit 2: 16 July 2019 Unit 3: 17 July 2019	Unit 4: 17 July 2019 Unit 5: 18 July 2019		March 2021
April 2019	Unit 1: 16 July 2019 Unit 2: 16 July 2019 Unit 3: 17 July 2019	Unit 4: 30 October 2019 Unit 5: 30 October 2019		April 2021
May 2019	Unit 1: 16 July 2019 Unit 2: 16 July 2019	Unit 3: 30 October 2019 Unit 4: 30 October 2019	Unit 5: April 2020	May 2021
June 2019	Unit 1: 16 July 2019	Unit 2: 29 October 2019 Unit 3: 30 October 2019	Unit 4: April 2020 Unit 5: April 2020	June 2021
July 2019	Unit 1: 29 October 2019 Unit 2: 29 October 2019 Unit 3: 30 October 2019	Unit 4: April 2020 Unit 5: April 2020		July 2021
August 2019	Unit 1: 29 October 2019 Unit 2: 29 October 2019	Unit 3: April 2020 Unit 4: April 2020 Unit 5: April 2020		August 2021
September 2019	Unit 1: 29 October 2019	Unit 2: April 2020 Unit 3: April 2020 Unit 4: April 2020 Unit 5: April 2020		September 2021
October 2019	Unit 1: April 2020 Unit 2: April 2020 Unit 3: April 2020 Unit 4: April 2020 Unit 5: April 2020			October 2021
November 2019	Unit 1: April 2020 Unit 2: April 2020 Unit 3: April 2020 Unit 4: April 2020 Unit 5: April 2020			November 2021
December 2019	Unit 1: April 2020 Unit 2: April 2020 Unit 3: April 2020	Unit 4: July 2020 Unit 5: July 2020		December 2021

The assessment is a 120-minute online exam per unit, containing 23 written questions. This can be booked at any time, but remember all windows have a booking deadline.

Book your assessment at: treasurers.org/assessment/certt

Now choose a study plan based on your selected timeframe or use them as a basis to create a new one that works best for you...

SIX MONTH STUDY PLAN

250 HOURS recommended commitment to get through the learning and revision materials

40 HOURS PER MONTH recommended commitment to get through the learning materials

10 HOURS PER MONTH recommended commitment to get through the revision materials



Webinars and podcasts are available to supplement your online learning and revision materials. Time spent on these is additional to the recommended 250 hours. To help you plan your study time the duration of these recordings are included below.

STUDY TIP Why not use the time spent on your commute to work to listen to the podcasts? You can then follow by completing the activities to test yourself during your study time.

MONTH 1

Work through the learning materials for: **UNIT 1 THE CONTEXT OF TREASURY**

Week 1

Study session 1

Treasury Organisations and Operations

Week 2

Reading 2

Fundamentals of Interest Rate Markets and the Process of Discounting

Week 3

Reading 3

Foreign Exchange Market Fundamentals

Week 4

Revision of study sessions 1, 2 and 3

Quizzes

Practice paper

Podcast 1 Reading 1.2 (7 minutes)

The structure of treasury (a)

Podcast 1 Reading 1.2 (8 minutes)

The structure of treasury (b)

Podcast 2 Reading 2.4 (7 minutes)

The yield curve

Podcast 3 Reading 3.2 (9 minutes)

Foreign exchange market dealing conversions

Podcast 4 Reading 3.4 (6 minutes)

Linking spot rates, interest rates and forward rates

Webinar Reading 1.2 (8 minutes)

Treasury structure

Webinar Reading 2.1 (60 minutes)

Analysis using calculations

Webinar Reading 2.2 (11 minutes)

EAR

Webinar Reading 2.3 (53 minutes)

Yield and discount

Webinar Reading 2.4 (20 minutes)

Moving between yield curves

Webinar Reading 2.4 (12 minutes)

Time value of money

Webinar Reading 3.2 (8 minutes)

Cross rates

Webinar Reading 3.3 (40 minutes)

Forward points and cross rates

Webinar Reading 3.3 (49 minutes)

Forward foreign exchange markets

Webinar Reading 3.4 (60 minutes)

Linking FX spot, forward and interest rates and yield curves

MONTH 2

Work through the learning materials for: **UNIT 2 CASH AND LIQUIDITY MANAGEMENT**

Webinar Reading 1.1 (37 minutes)

Forecasting, headroom and overtrading

Webinar Reading 1.2 (5 minutes)

Discretionary and non-discretionary payments

Webinar Reading 1.3 (9 minutes)

Receipts and payments model

Webinar Reading 1.4 (9 minutes)

Working capital

Webinar Reading 1.5 (8 minutes)

Changing payable and receivable terms

Webinar Reading 2.4 (60 minutes)

Financing international trade

Webinar Reading 3.2 (5 minutes)

Stepped and banded rates

Webinar Reading 3.3 (43 minutes)

Calculating the benefit of MLN

Webinar Reading 3.4 (50 minutes)

Investing surplus cash

Podcast 1 Reading 1.3 (7 minutes)

Preparing cash flow forecasts

Podcast 2 Reading 1.5 (7 minutes)

The relationship between working capital and liquidity

Podcast 3 Reading 2.4 (9 minutes)

Financing international trade

Podcast 4 Reading 3.3 (8 minutes)

Cash management structures

Podcast 5 Reading 3.4 (7 minutes)

Investing surplus cash

Week 1

Study session 1

Cash, Liquidity and the Business

Week 2

Study session 2

Key Considerations of Short-term borrowing

Week 3

Study session 3

An Introduction to the Practical Aspects of Cash Management

Week 4

Revision of study sessions 1, 2 and 3

Quizzes

Practice paper

MONTH 3

Work through the learning materials for: **UNIT 3 CORPORATE FINANCE**

Week 1

Study session 1

Capital Markets and Funding

Week 2

Study session 2

Capital Structure

Week 3

Study session 3

Investment Appraisal

Week 4

Revision of study sessions 1, 2 and 3

Quizzes

Practice paper

Podcast 1 Reading 1.1 (9 minutes)

Financial markets

Podcast 2 Reading 1.2 (8 minutes)

Equity (a)

Podcast 2 Reading 1.2 (10 minutes)

Equity (b)

Podcast 3 Reading 1.3 (6 minutes)

Debt capital markets

Podcast 4 Reading 2.1 (8 minutes)

The theory of capital structures

Podcast 5 Reading 3.2 (8 minutes)

Further techniques in investment appraisal (a)

Podcast 6 Reading 3.2 (8 minutes)

Further techniques in investment appraisal (b)

Webinar Reading 1.1 (9 minutes)

Primary, secondary and efficient markets

Webinar Reading 1.2 (60 minutes)

Rights issues

Webinar Reading 1.4 (13 minutes)

Committed Vs Uncommitted facilities

Webinar Reading 2.1 (7 minutes)

Optimal capital structure

Webinar Reading 2.3 (45 minutes)

The cost of equity

Webinar Reading 2.4 (52 minutes)

Weighted average cost of capital

Webinar Reading 2.4 (55 minutes)

Bond pricing

Webinar Reading 3.2 (60 minutes)

Further techniques in investment appraisal

Webinar Reading 3.3 (11 minutes)

Business valuation

Webinar Reading 3.4 (8 minutes)

Valuation multiples

MONTH 4

Work through the learning materials for: **UNIT 4 ETHICS, GOVERNANCE AND REGULATION IN TREASURY**

Webinar Reading 1.1 (38 minutes)

Treasury policy

Webinar Reading 1.2 (8 minutes)

Credit risk policy

Webinar Reading 1.3 (7 minutes)

Front, middle and back office

Webinar Reading 2.1 (40 minutes)

Sarbanes Oxley

Webinar Reading 2.2 (10 minutes)

EMIR

Webinar Reading 2.3 (6 minutes)

Controlling, Operational risks

Webinar Reading 2.4 (56 minutes)

Case studies examining ethical failures

Webinar Reading 3.2 (48 minutes)

Financial and business analysis

Webinar Reading 3.2 (39 minutes)

Covenant compliance

Webinar Reading 4.3 (6 minutes)

Treasury system selection

Podcast 1 Reading 1.1 (6 minutes)

Treasury policy

Podcast 2 Reading 1.2 (6 minutes)

Treasury procedures and performance management

Podcast 3 Reading 2.1 (5 minutes)

Corporate governance

Podcast 4 Reading 2.2 (5 minutes)

Regulation

Podcast 5 Reading 3.3 (6 minutes)

Implications of international accounting standards for treasury

Week 1

Study session 1

Treasury Policy, Procedures and Reporting

Week 2

Study session 2

Corporate Governance, Ethics and Treasury Controls

Week 3

Study session 3

Financial Accounting and Reporting for Treasury

Week 4

Study session 4

Treasury Systems

MONTH 5

Continue to work through the learning materials for: **UNIT 4 ETHICS, GOVERNANCE AND REGULATION IN TREASURY**

Week 1

Revision of study sessions 1, 2, 3 and 4 | Quizzes | Practice paper

Work through the learning materials for: **UNIT 5 RISK ANALYSIS AND MANAGEMENT**

Week 2

Study session 1

Fundamental Concepts of Risk for Treasury

Week 3

Study session 2

Treasury Risk and Hedging Instruments

Week 4

Study session 3

Practical Applications for Risk Management

Podcast 1 Reading 1.1 (5 minutes)

Introduction to risk

Podcast 2 Reading 1.2 (6 minutes)

General approaches to risk management

Podcast 3 Reading 1.4 (5 minutes)

Risk measurement tools and techniques

Podcast 4 Reading 3.1 (6 minutes)

Short-term interest rate risk management

Podcast 5 Reading 3.3 (5 minutes)

Foreign exchange risk management

Podcast 6 Reading 3.4 (4 minutes)

Disaster recovery plan

Webinar Reading 1.1 (9 minutes)

EWRM

Webinar Reading 1.3 (6 minutes)

Risk management frameworks

Webinar Reading 1.4 (10 minutes)

Risk measurement

Webinar Reading 1.4 (40 minutes)

Value at risk

Webinar Reading 2.2 (5 minutes)

Treasury risk checklist

Webinar Reading 2.3 (40 minutes)

Futures vs Forwards

Webinar Reading 2.4 (58 minutes)

Using options for risk management

Webinar Reading 3.1 (47 minutes)

Short term interest rate and its management

Webinar Reading 3.2 (50 minutes)

Interest rate swaps

Webinar Reading 3.3 (10 minutes)

CCIRS

MONTH 6

Continue to work through the learning materials for: **UNIT 5 RISK ANALYSIS AND MANAGEMENT**

Week 1

Revision of study sessions 1, 2, and 3 | Quizzes | Practice paper

DON'T FORGET there is also a dynamic and useful treasurer's wiki with an online library of treasury topics, external treasury links as well as videos, articles and more! These have been designed to complement and broaden your understanding of all the topics in the units.

GOOD LUCK WITH YOUR ASSESSMENT!

ELEVEN MONTH STUDY

250 HOURS recommended commitment to get through the learning and revision materials

20 HOURS PER MONTH recommended commitment to get through the learning materials

5 HOURS PER MONTH recommended commitment to get through the revision materials



Webinars and podcasts are available to supplement your online learning and revision materials. Time spent on these is additional to the recommended 250 hours. To help you plan your study time the duration of these recordings are included below.

STUDY TIP Why not use the time spent on your commute to work to listen to the podcasts? You can then follow by completing the activities to test yourself during your study time.

MONTH 1

Work through the learning materials for: **UNIT 1 THE CONTEXT OF TREASURY**

Week 1

Study session 1

Treasury Organisations and Operations

Week 2

Study session 1 continued

Treasury Organisations and Operations

Week 3

Study session 2

Fundamentals of Interest Rate Markets and the Process of Discounting

Week 4

Study session 2 continued

Fundamentals of Interest Rate Markets and the Process of Discounting

Podcast 1 Reading 1.2 (7 minutes)

The structure of treasury (a)

Podcast 1 Reading 1.2 (8 minutes)

The structure of treasury (b)

Podcast 2 Reading 2.4 (7 minutes)

The yield curve

Webinar Reading 1.2 (8 minutes)

Treasury structure

Webinar Reading 2.1 (60 minutes)

Analysis using calculations

Webinar Reading 2.2 (11 minutes)

EAR

Webinar Reading 2.3 (53 minutes)

Yield and discount

Webinar Reading 2.4 (20 minutes)

Moving between yield curves

Webinar Reading 2.4 (12 minutes)

Time value of money

MONTH 2

Continue to work through the learning and revision materials for: **UNIT 1 THE CONTEXT OF TREASURY**

Webinar Reading 3.2 (8 minutes)

Cross rates

Webinar Reading 3.3 (40 minutes)

Forward points and cross rates

Webinar Reading 3.3 (49 minutes)

Forward foreign exchange markets

Webinar Reading 3.4 (60 minutes)

Linking FX spot, forward and interest rates and yield curves

Podcast 3 Reading 3.2 (9 minutes)

Foreign exchange market dealing conversions

Podcast 4 Reading 3.4 (6 minutes)

Linking spot rates, interest rates and forward rates

Week 1

Study session 3

Foreign Exchange Market Fundamentals

Week 2

Study session 3 continued

Foreign Exchange Market Fundamentals

Week 3

Revision of study sessions 1, 2 and 3

Progress tests

Week 4

Revision of study sessions 1, 2 and 3

Specimen paper

MONTH 3

Work through the learning materials for: **UNIT 2 CASH AND LIQUIDITY MANAGEMENT**

Week 1

Study session 1

Cash, Liquidity and the Business

Week 2

Study session 1 continued

Cash, Liquidity and the Business

Week 3

Study session 2

Key Considerations of Short-term borrowing

Week 4

Study session 2 continued

Key Considerations of Short-term borrowing

Podcast 1 Reading 1.1 (9 minutes)

Financial markets

Podcast 2 Reading 1.2 (8 minutes)

Equity (a)

Podcast 2 Reading 1.2 (10 minutes)

Equity (b)

Podcast 3 Reading 1.3 (6 minutes)

Debt capital markets

Podcast 4 Reading 2.1 (8 minutes)

The theory of capital structures

Webinar Reading 1.1 (37 minutes)

Forecasting, headroom and overtrading

Webinar Reading 1.2 (5 minutes)

Discretionary and non-discretionary payments

Webinar Reading 1.3 (9 minutes)

Receipts and payments model

Webinar Reading 1.4 (9 minutes)

Working capital

Webinar Reading 1.5 (8 minutes)

Changing payable and receivable terms

Webinar Reading 2.4 (60 minutes)

Financing international trade

MONTH 4

Continue to work through the learning and revision materials for: **UNIT 2 CASH AND LIQUIDITY MANAGEMENT**

Webinar Reading 3.2 (5 minutes)

Stepped and banded rates

Webinar Reading 3.3 (43 minutes)

Calculating the benefit of MLN

Webinar Reading 3.4 (50 minutes)

Investing surplus cash

Podcast 5 Reading 3.2 (8 minutes)

Further techniques in investment appraisal (a)

Podcast 6 Reading 3.2 (8 minutes)

Further techniques in investment appraisal (b)

Week 1

Study session 3

An Introduction to the Practical Aspects of Cash Management

Week 2

Study session 3 continued

An Introduction to the Practical Aspects of Cash Management

Week 3

Revision of study sessions 1, 2 and 3

Progress tests

Week 4

Revision of study sessions 1, 2 and 3

Specimen paper

MONTH 5

Work through the learning materials for: **UNIT 3 CORPORATE FINANCE**

Week 1

Study session 1

Capital Markets and Funding

Week 2

Study session 1 continued

Capital Markets and Funding

Week 3

Study session 2

Capital Structure

Week 4

Study session 2 continued

Capital Structure

Podcast 1 Reading 1.1 (9 minutes)

Financial markets

Podcast 2 Reading 1.2 (8 minutes)

Equity (a)

Podcast 2 Reading 1.2 (10 minutes)

Equity (b)

Podcast 3 Reading 1.3 (6 minutes)

Debt capital markets

Podcast 4 Reading 2.1 (8 minutes)

The theory of capital structures

Webinar Reading 1.1 (9 minutes)

Primary, secondary and efficient markets

Webinar Reading 1.2 (60 minutes)

Rights issues

Webinar Reading 1.4 (13 minutes)

Committed Vs Uncommitted facilities

Webinar Reading 2.1 (7 minutes)

Optimal capital structure

Webinar Reading 2.3 (45 minutes)

The cost of equity

Webinar Reading 2.4 (52 minutes)

Weighted average cost of capital

Webinar Reading 2.4 (55 minutes)

Bond pricing

Certificate in Treasury eleven month study plan continued...

MONTH 6

Continue to work through the learning and revision materials for: **UNIT 3 CORPORATE FINANCE**

Webinar Reading 3.2 (60 minutes)

Further techniques in investment appraisal

Webinar Reading 3.3 (11 minutes)

Business valuation

Webinar Reading 3.4 (8 minutes)

Valuation multiples

Podcast 5 Reading 3.2 (8 minutes)

Further techniques in investment appraisal
(a)

Podcast 5 Reading 3.2 (8 minutes)

Further techniques in investment appraisal
(b)

Week 1

Study session 3

Investment Appraisal

Week 2

Study session 3 continued

Investment Appraisal

Week 3

Revision of study sessions 1, 2 and 3

Quizzes

Week 4

Revision of study sessions 1, 2 and 3

Specimen paper

MONTH 7

Work through the learning materials for: **UNIT 4 ETHICS, GOVERNANCE AND REGULATION IN TREASURY**

Week 1

Study session 1

Treasury Policy, Procedures and Reporting

Week 2

Study session 1 continued

Treasury Policy, Procedures and Reporting

Week 3

Study session 2

Corporate Governance, Ethics and Treasury Controls

Week 4

Study session 2 continued

Corporate Governance, Ethics and Treasury Controls

Podcast 1 Reading 1.1 (6 minutes)

Treasury policy

Podcast 2 Reading 1.2 (6 minutes)

Treasury procedures and performance management

Podcast 3 Reading 2.1 (5 minutes)

Corporate governance

Podcast 4 Reading 2.2 (5 minutes)

Regulation

Webinar Reading 1.1 (38 minutes)

Treasury policy

Webinar Reading 1.2 (8 minutes)

Credit risk policy

Webinar Reading 1.3 (7 minutes)

Front, middle and back office

Webinar Reading 2.1 (40 minutes)

Sarbanes Oxley

Webinar Reading 2.2 (10 minutes)

EMIR

Webinar Reading 2.3 (6 minutes)

Controlling. Operational risks

Webinar Reading 2.4 (56 minutes)

Case studies examining ethical failures

MONTH 8

Continue to work through the learning materials for: **UNIT 4 ETHICS, GOVERNANCE AND REGULATION IN TREASURY**

Webinar Reading 3.2 (48 minutes)

Financial and business analysis

Webinar Reading 3.2 (39 minutes)

Covenant compliance

Webinar Reading 4.3 (6 minutes)

Treasury system selection

Podcast 5 Reading 3.3 (6 minutes)

Implications of international accounting standards for treasury

Week 1

Study session 3

Financial Accounting and Reporting for Treasury

Week 2

Study session 3 continued

Financial Accounting and Reporting for Treasury

Week 3

Study session 4

Treasury Systems

Week 4

Study session 4 continued

Treasury Systems

Certificate in Treasury eleven month study plan continued...

MONTH 9

Continue to work through the learning materials for: **UNIT 4 ETHICS, GOVERNANCE AND REGULATION IN TREASURY**

Week 1

Revision of study sessions 1, 2, 3 and 4
Progress tests

Week 2

Revision of study sessions 1, 2, 3 and 4
Specimen paper

Work through the learning materials for: **UNIT 5 RISK ANALYSIS AND MANAGEMENT**

Week 3

Study session 1

Fundamental Concepts of Risk for Treasury

Week 4

Study session 1 continued

Fundamental Concepts of Risk for Treasury

Podcast 1 Reading 1.1 (5 minutes)

Introduction to risk

Podcast 2 Reading 1.2 (6 minutes)

General approaches to risk management

Podcast 3 Reading 1.4 (5 minutes)

Risk measurement tools and techniques

Webinar Reading 1.1 (9 minutes)

EWRM

Webinar Reading 1.3 (6 minutes)

Risk management frameworks

Webinar Reading 1.4 (10 minutes)

Risk measurement

Webinar Reading 1.4 (40 minutes)

Value at risk

MONTH 10

Continue to work through the learning materials for: **UNIT 5 RISK ANALYSIS AND MANAGEMENT**

Webinar Reading 2.2 (5 minutes)

Treasury risk checklist

Webinar Reading 2.3 (40 minutes)

Futures vs Forwards

Webinar Reading 2.4 (58 minutes)

Using options for risk management

Webinar Reading 3.1 (47 minutes)

Short term interest rate and its management

Webinar Reading 3.2 (50 minutes)

Interest rate swaps

Webinar Reading 3.3 (10 minutes)

CCIRS

Podcast 4 Reading 3.1 (6 minutes)

Short-term interest rate risk management

Podcast 5 Reading 3.3 (5 minutes)

Foreign exchange risk management

Podcast 6 Reading 3.4 (4 minutes)

Disaster recovery plan

Week 1

Study session 2

Treasury Risk and Hedging Instruments

Week 2

Study session 2 continued

Treasury Risk and Hedging Instruments

Week 3

Study session 3

Practical Applications for Risk Management

Week 4

Study session 3 continued

Practical Applications for Risk Management

MONTH 11

Continue to work through the learning materials for:
UNIT 5 RISK ANALYSIS AND MANAGEMENT

Week 1

Revision of study sessions 1, 2 and 3
Quizzes

Week 2

Revision of study sessions 1, 2 and 3
Specimen paper

DON'T FORGET there is also a dynamic and useful treasurer's wiki with an online library of treasury topics, external treasury links as well as videos, articles and more! These have been designed to complement and broaden your understanding of all the topics in the units.

GOOD LUCK WITH YOUR ASSESSMENT!

ADDITIONAL PRE-ASSESSMENT SUPPORT

INTENSIVE REVISION WORKSHOPS

If you're almost ready to sit your assessment and would like some in-classroom support you can join a fast-paced, interactive one-day workshop per unit to turbo-charge your revision. At these face-to-face intensive revision workshops you can expect lots of question practice, hints and tips and extra materials to get you assessment confident.

We recommend you complete all readings before starting a workshop. If there are any concepts you're struggling with you can also use the discussion forum for support from other students and the course tutor.

Location: London

Fees: GBP 400 | AED 1,870 | USD 510 per unit

Fees are subject to local rate of VAT where applicable

You can book your workshops at academy.treasurers.org/certt

Dates for the April 2019 Intensive revision workshops

Unit	Date	Time
Unit 1: The context of treasury	1 April 2019	9:30 - 17:00
Unit 2: Cash and liquidity management	2 April 2019	9:30 - 17:00
Unit 3: Corporate finance	3 April 2019	9:30 - 17:00
Unit 4: Ethics, governance and regulations in treasury	4 April 2019	9:30 - 17:00
Unit 5: Risk analysis and management	5 April 2019	9:30 - 17:00

Dates for the July 2019 Intensive revision workshops

Unit	Date	Time
Unit 1: The context of treasury	24 June 2019	9:30 - 17:00
Unit 2: Cash and liquidity management	25 June 2019	9:30 - 17:00
Unit 3: Corporate finance	26 June 2019	9:30 - 17:00
Unit 4: Ethics, governance and regulations in treasury	27 June 2019	9:30 - 17:00
Unit 5: Risk analysis and management	28 June 2019	9:30 - 17:00

Dates for the October 2019 Intensive revision workshops

Unit	Date	Time
Unit 1: The context of treasury	7 October 2019	9:30 - 17:00
Unit 2: Cash and liquidity management	8 October 2019	9:30 - 17:00
Unit 3: Corporate finance	9 October 2019	9:30 - 17:00
Unit 4: Ethics, governance and regulations in treasury	10 October 2019	9:30 - 17:00
Unit 5: Risk analysis and management	11 October 2019	9:30 - 17:00

All dates and times correct at time of publication January 2019, but may be subject to change.

Please see the website academy.treasurers.org/certt for the latest details.

“PREPARED ME WELL FOR THE UPCOMING EXAM - REALLY RECOMMEND IT.”

ADDITIONAL PRE-ASSESSMENT SUPPORT

COACHING SERVICE

When you need some specific help, you can book this personalised tuition service, which includes individualised support on a selected topic of your choice via phone or skype. Your tutor will design some questions prior to the call that are tailored to your requested topic area. You will receive additional exam practice questions and feedback on your response to help you with your exam technique, designed to consolidate your knowledge on any topic areas you are struggling with and get you assessment ready.

Location: London

Fees: GBP 125 | AED 585 | USD 160 per unit

Fees are subject to local rate of VAT where applicable.

You can book your coaching at

academy.treasurers.org/certtf

What you get

- 2 hours of personalised tuition via phone or via skype (broken up into 2 x 1 hour sessions)
- Additional guided exam practise
- Detailed feedback to your answers
- Focussed on your areas of concern
- Access to personal tuition giving you the extra support you need
- Increased confidence in your ability to understand and implement key concepts
- Advice on exam technique



**CELEBRATING 40 YEARS
OF ENGAGING TREASURERS**

The Association of Corporate Treasurers (ACT) is the only professional treasury body with a Royal Charter, representing the interests of the real economy and educating, supporting and leading the treasurers of today and tomorrow. The ACT Learning Academy is the official study provider for the Association of Corporate Treasurers, empowering future finance leaders.