EXECUTIVE CERTIFICATE IN BANKING AND FINANCE

MONASH UNIVERSITY
Monash is renowned as a dynamic university. Its research is internationally recognised, its faculties acclaimed for teaching excellence throughout Australia, and its graduates hold prestigious positions worldwide.

With more than 38,500 students on six Australian campuses – Berwick, Caulfield, Clayton, Gippsland, Parkville and Peninsula – Monash offers a breadth and depth of courses and programs unique in Australia.

The university has ten faculties – Arts, Art and Design, Business and Economics, Education, Engineering, Information Technology, Law, Medicine, Pharmacy and Science.

FACULTY OF BUSINESS AND ECONOMICS
The Faculty of Business and Economics comprises the departments of Accounting and Finance, Business Law and Taxation, Econometrics and Business Statistics, Economics, Management, and Marketing, and is represented on five of the university's campuses in Victoria - Berwick, Caulfield, Clayton, Gippsland and Peninsula – at the Sunway campus in Kuala Lumpur, Malaysia and at other overseas locations, particularly in Asia.

The Faculty offers a comprehensive selection of awards – bachelors degrees, masters degrees by coursework and research, and the doctorate of philosophy – as well as diplomas (graduate and undergraduate) and certificates (executive, graduate and postgraduate). The diversity of offerings includes generalist and specialist (tagged) degrees, double degrees, both within the faculty and with other faculties of the university, and double awards (with TAFE). Courses are available through flexible delivery and conventional on-campus modes.

The mission of the faculty is to use its scale, scope and unique internal diversity to become an international leader in the pursuit, dissemination and analysis of knowledge, particularly in the disciplines of accounting, banking, business law, business statistics, econometrics, economics, electronic commerce, finance, international business and international trade, management, marketing, taxation and tourism. By the application of that knowledge, its staff and students will contribute to the economic, social and commercial development of Australia and its neighbours and trading partners.

DEPARTMENT OF ACCOUNTING AND FINANCE
The Department of Accounting and Finance has staff based at the Caulfield, Clayton, Gippsland and Peninsula campuses.

The interests of the Department extend to all areas of accounting and finance, including auditing, banking, corporate finance, financial management, financial accounting, management accounting and risk management. Graduate programs are available on each campus and by distance education. These programs have been designed to meet a wide range of educational and professional requirements in accounting and finance. The Department is committed to excellence in teaching and research and values highly its interaction with the business and professional communities.

THE COURSE
The Executive Certificate in Banking and Finance is a Faculty of Business and Economics award designed to increase the banking and finance skills of experienced industry personnel who do not have a formal degree qualification. It also offers an alternative pathway for entry into formal award courses offered by the university.

The Executive Certificate in Banking and Finance is a full-fee paying course which will permit students to undertake preliminary studies in a number of finance related subjects. Students undertaking this course will have the opportunity of completing a coherent course of appropriate level study relevant to their career, with the opportunity to articulate into further tertiary studies, providing they achieve a credit average in their executive certificate studies.

The course will comprise any four of the existing eight subjects offered for the Graduate Diploma in Banking and Finance and may be completed within one semester (full-time), or two semesters of study (part-time).

OBJECTIVES
This course is designed to provide:

- an advanced course of formal study of the continuously changing domestic and international financial markets and environment in which ‘tomorrow’s bankers and international finance managers must function’;
- graduates with conceptual and managerial decision making skills in the operational areas of funds management and pricing of financial services; strategic planning of financial services; international banking operations; portfolio management; options and futures market operations; corporate finance; investment banking operations;
- graduates with increased operational knowledge and skills in conducting business internationally by evaluation of the social, political, economic and regulatory environmental issues which are unique to banking and finance operations; and
- a vocational outcome which will increase the range of skills employed in the financial services industry by the acquisition of advanced conceptual and managerial decision making skills and provide for effective management of resources in the Australian financial system.

ENTRANCE REQUIREMENTS
Admission to the Executive Certificate will be open to those applicants who:

- have at least six years business experience; and
- have been either an owner manager or in a management/ supervisory position(s) or have administered expenditure in excess of $A500,000 per annum for at least three years; and
- are recommended by their employer or, if self-employed, provide suitable references.
The course will be delivered on campus through 39 hours of contact per subject at Caulfield campus, encompassing a combination of lectures, tutorials, seminars, computer-aided learning, class room situations, problem-based learning and case study discussions. The course is also offered in distance education mode.

These teaching methods will be used to develop conceptual skills and the ability to apply these skills in a professional situation. Classroom simulations and case study discussions illustrate the complexity and ambiguity of business activities, and the need to make informed decisions. The methods of teaching are also designed to develop further students’ analytical skills relevant to decision-making.

SUBJECTS

Students may choose any four of the existing eight subjects offered for the Graduate Diploma in Banking and Finance:

**AFF9140 Bank lending**
On completion of this subject students should be able to: identify and assess credit risks using a variety of sources of information; analyse financial statements; appreciate the nature of bank securities.

**AFF9160 International banking and finance**
On completion of this subject students should be able to demonstrate an understanding of the: concepts of international banking as practical management problems; available financial techniques; analysis of current issues; characteristics of international banking.

**AFF9180 Financial institutions’ planning and strategy**
On completion of this subject students should have developed an understanding of: the need for and the material of strategic planning, analysis, evaluation and implementation relevant to financial institutions; an awareness of the major strategic issues confronting financial institutions in the current environment.

**AFF9260 Australian capital markets**
On successful completion of this subject students should have: developed an analytical framework of the operation of Australian capital markets; be able to evaluate and implement funding decisions in capital markets; appreciate the implications of economic policy decisions on financial institutions and markets.

**AFF9270 Treasury management for financial institutions**
On completion of this subject students should have developed conceptual, analytical and decision making skills for the formulation of policies and strategies in the funds management function of financial institutions.

**AFF9350 Portfolio management and theory**
On completion of this subject students should be able to: demonstrate an understanding of the conceptual foundations of modern portfolio theory; use pricing models and other techniques in the valuation of securities; appreciate the effect of market efficiency on the valuation process; measure portfolio risk and determine performance benchmarks.

**BTF9380 Banking law and practice**
On completion of this subject students should have a sound knowledge of: the banker-customer relationship; the legal and commercial aspects of negotiable instruments; letters of credit and other allied instruments and know their uses; electronic banking and be aware of current legal developments in the banking and finance industry relating to the banker-customer relationship.

**MKF9790 Banking and financial services marketing**
On completion of this subject students should have developed an awareness and understanding of: marketing fundamentals; the marketing environment; marketing research; client/buyer behaviour; market segmentation, targeting and positioning; product strategies and pricing strategies; communication strategies; distributing strategies; corporate strategic planning and marketing planning; marketing implementation and control.

**ASSESSMENT**
In all subjects assessment may include class presentations, case study analyses, written assignments, individual and group reports, as well as progressive and final examinations. These assessment methods are designed to test progress in the accumulation of knowledge and analytical skills, and to provide additional insights for students regarding the application of knowledge. Students will improve their communication skills through the opportunity of contributing their knowledge in class discussions and presentations.

**ARTICULATION**
The Executive Certificate in Banking and Finance may enable entry into higher degree studies such as the Graduate Diploma in Banking and Finance and ultimately one of the masters programs such as Master of Business (Banking & Finance) or Master of Banking (Commercial/Treasury) for students who attain an average grade of credit or above throughout their studies.

**FEES**
The Executive Certificate in Banking and Finance is a full-fee paying course and is payable at the beginning of each semester, on the basis of the number of subjects in which the student is enrolled, at a date specified at the beginning of that semester. A schedule of fees is enclosed.

**COURSE DIRECTOR**
The course director is directly responsible for the structure and delivery of this program. The course director for the Executive Certificate in Banking and Finance is J. Wickramanayake.

**ENQUIRIES & APPLICATIONS**

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*Caution - While the information provided in this flyer was correct at the time of its publication, Monash University reserves the right to alter this information should the need arise. You should always check with the relevant faculty officers when considering a course.*

28 October, 1998
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