

CII insurance qualifications framework

2012 Overview brochure



**Enhancing
professionalism
across the
insurance
market**

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1912-2012
A CENTURY OF
PROFESSIONALISM



CII

www.cii.co.uk

“ As a member of the CII you can really develop a career – wherever you started out it can take you to the top of the profession. ”



Fiona Salmon, Cert CII
Allianz

Join the growing community of insurance professionals by becoming a member of the CII.

Whatever your area of insurance, membership will benefit you as you develop your career.

As a member you will enjoy the following exclusive benefits:

- **Discounts** on learning materials, exams, seminars, study and revision days – membership can pay for itself
- **Free access** to an archive of exam guides for written exams
- **E-books** and online fact files
- **Technical reference books** and newsletters
- **Networking and support** from other local institute members
- **Coaching** on exam technique and revision courses available free from many local institutes
- **Member only content** on the new improved knowledge services website including a wide range of technical and market information in fact files, dictionaries and technical articles.

And ongoing support for your career:

- Use our world renowned designations – Cert CII, Dip CII, ACII, FCII and Chartered status
- News and regulatory updates
- Online career support centre
- Continuing Professional Development (CPD) programme.

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CII insurance qualifications framework

Fellowship (Designation: FCII)		MSc in Insurance and Risk Management	
unit credit rating			
Advanced Diploma in Insurance (Designation: ACII)			
30 credits	(530) Economics and business	(555) Life and disability underwriting	(556) Life and disability claims
	(590) Principles of Takaful	(655) Risk management	(735) Life assurance
	(790) Private medical insurance	(820) Advanced claims	(930) Advanced insurance broking
	(945) Marketing insurance products and services	(960) Advanced underwriting	(990) Insurance corporate management
Diploma in Insurance (Designations: Dip CII, Dip CII (Claims))			
30 credits	(P91) Aviation and space insurance	(P97) Reinsurance	(P98) Marine hull and associated liabilities
25 credits	(P05) Insurance law COMPULSORY UNIT*	(P90) Cargo and goods in transit insurances	(P92) Insurance business and finance COMPULSORY UNIT*
	(P93) Commercial property and business interruption	(P94) Motor insurance	(P96) Liability insurances
20 credits	(P21) Commercial insurance contract wording	(P80) Underwriting practice	(P81) Insurance broking practice
	(P85) Claims practice	(P86) Personal insurances	
Certificate in Insurance (Designations: Cert CII/Cert CII (Claims)/Cert CII (London Market))			
15 credits	(IF1) Insurance, legal and regulatory COMPULSORY UNIT**	(IF2) General insurance business	(IF3) Insurance underwriting process
	(IF4) Insurance claims handling process	(IF5) Motor insurance products	(IF6) Household insurance products
	(IF7) Healthcare insurance products	(IF8) Packaged commercial insurances	(LM2) London market insurance principles and practices
10 credits	(LM1) London market insurance essentials		
Award for the Foundation Insurance Test			
6 credits	(FIT) Foundation Insurance Test		
Key: unit code: () unit credit rating: X credits *To satisfy the Diploma and Advanced Diploma compulsory unit requirements you can either pass units P92 and P05 or alternatively 530 and P05 ** To satisfy the Certificate compulsory unit requirements you can either pass unit IF1 or alternatively the Award in London Market Insurance (achieved by completing units LM1 and LM2)			

“ Professionalism is central to our business – we are an enthusiastic signatory to the Aldermanbury Declaration and en route towards corporate Chartered Insurers status. Knowledge and technical capability are building blocks of our success, and CII qualifications, from the Certificate through to Fellowship, are a key element of our skills development programme for both technical and non-technical roles.

We encourage and fund study for CII examinations because the resulting qualifications send out such a powerful message to clients and business partners. They inspire consumer and regulatory confidence whilst enhancing technical knowledge and career development for the individual. We provide comprehensive learning and revision support including face-to-face training courses, interactive on-line study and continuous assessment enrolment and pay for CII membership for our staff where appropriate, again promoting the importance of professionalism in all we do. ”

Stephen Nash ACII Chartered Insurer
Claims & Underwriting
Technical Training Manager
Zurich Insurance plc



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The Chartered Insurance Institute (CII) Professionalism in practice

As the premier professional body for the financial services profession, the CII promotes higher standards of integrity, technical competence and business capability.

With over 100,000 members in more than 150 countries, the CII is the world's largest professional body dedicated to this sector.

Success in CII qualifications is universally recognised as evidence of knowledge and understanding. Membership of the CII signals a desire to develop broad professional capability and subscribe to the standards associated with professional status.

The CII works with businesses to develop bespoke, company-wide solutions that ensure competitive advantage by enhancing employees' technical and professional competence.

Individually, CII's members are able to drive their personal development and maintain their professional standing through an unrivalled range of learning services and by adhering to the CII's Code of Ethics.

www.cii.co.uk



**INVESTORS
IN PEOPLE**

Contacting the CII

If you have any queries regarding the qualifications in this brochure please contact Customer Service.

The CII is committed to delivering a first-class service and, to this end, we welcome feedback on any aspect of your relationship with our organisation.

Please forward any views you may have on the service you receive, whether they are positive or otherwise.

We take all such comments seriously, answer them individually, and use them to help ensure that we continually improve the service we provide.

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CII insurance qualifications

Improving knowledge, developing competence, building careers

The CII provides market-led qualifications and study programmes which serve all sectors of the insurance industry and cater for all levels of knowledge and experience. Insurance has in recent years gone through a period of unprecedented challenges and change. Technology has had a major impact on the structure of the market and the way business is conducted. New forms of risk continue to emerge. Competition is intense. Gone are the 'jobs for life' that once characterised the sector. Individuals are moving more freely between disciplines.

Activity is regulated by the FSA, which affects all aspects of market practice and, crucially, requires employees to demonstrate they are competent for the work they do, and thereafter to maintain and enhance this competence.

The CII insurance qualifications framework provides individuals, and their employer organisations, with a means of achieving the requisite levels of technical knowledge and understanding. And in doing so, helps ensure individuals have the skills they need to perform effectively and efficiently in the workplace.

Enhancing the CII insurance qualifications framework

The CII qualifications framework is regularly reviewed to ensure that the qualifications remain current and aligned to the industry's needs.

During the period 2009–2011, a root and branch review was completed, leading to a sharper focus on the key disciplines of broking, underwriting, claims and London market practice.

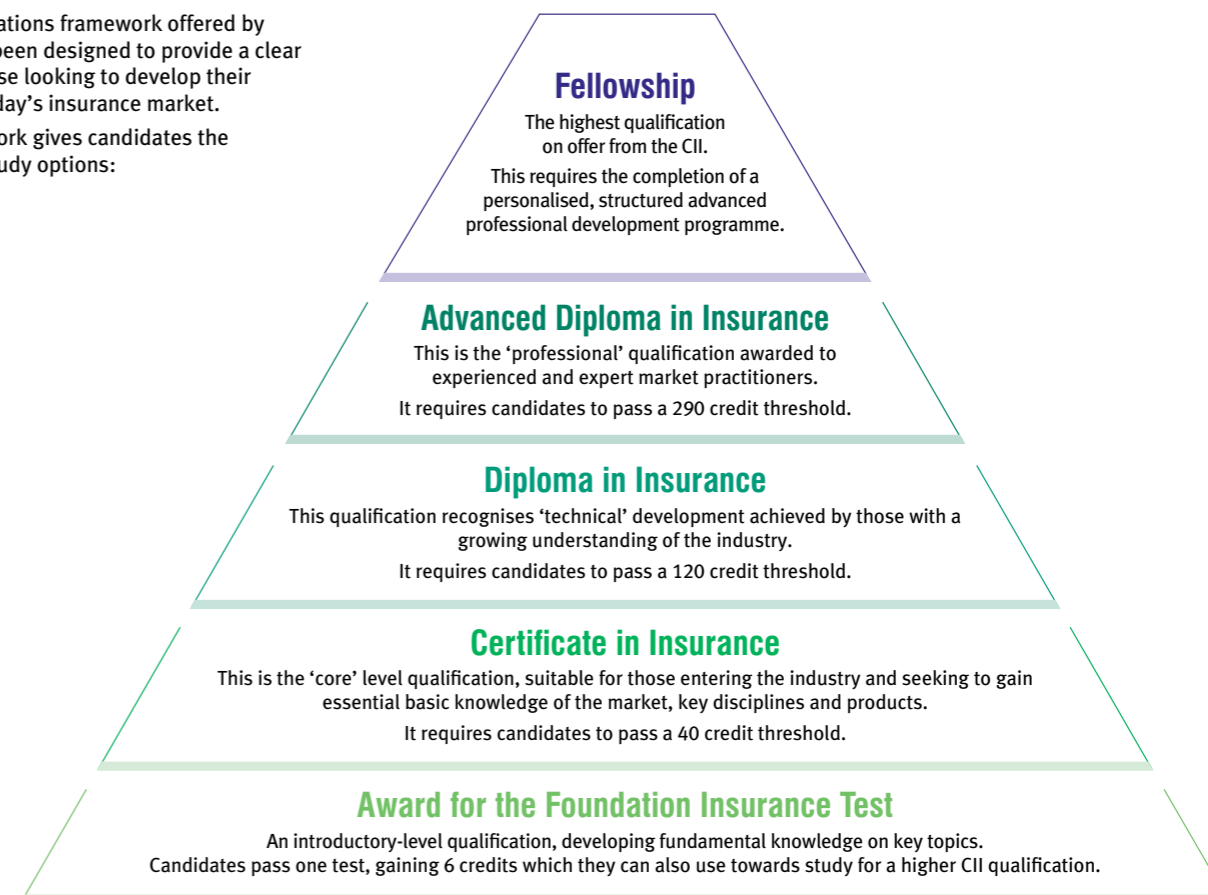
A range of new and enhanced technical and advanced level subjects were introduced, with emphasis on practical application.

For full details of all the enhancements made please go to www.cii.co.uk/giupdate

The qualifications framework

The qualifications framework offered by the CII has been designed to provide a clear path for those looking to develop their career in today's insurance market.

The framework gives candidates the following study options:



Note: Candidates obtaining the Certificate, Diploma, Advanced Diploma or Fellowship, who are already or subsequently become CII members, are entitled to use the designations 'Cert CII', 'Dip CII', 'ACII' and 'FCII', respectively. Designation holders are required to comply with CII membership and Continuing Professional Development requirements.

We would recommend that the following sections are read in conjunction with the diagram which appears on the cover flap at the front of this brochure.

The benefits of the framework

The framework has been designed to deliver the following benefits:

- Progressive qualification structure, that builds on existing knowledge at each level
- Extensive choice of almost 40 units
- Flexible, 'self-assembly' qualification content
- Credit-accumulation system allowing progress at different speeds
- Recognition of prior learning
- Range of assessment techniques
- 'Record of Achievement' awarded for each unit completed

- Formal recognition on completion of a qualification
- Industry-recognised designations available on completion, including Chartered status
- Portability of qualification
- Facilitates lifelong learning
- Supports competence and compliance activity
- Aligns with the Qualifications and Credit Framework (QCF).

You will find these benefits explained in more detail over the following pages.

Further courses of study and development

In addition to the qualifications/study programmes shown above, the CII also offers other options for insurance professionals seeking to enhance and demonstrate their personal development. These include:

- **MSc in Insurance and Risk Management** – developed in conjunction with Cass Business School, this is a respected qualification in its own right, but can also form part of Fellowship studies.

A fast-track completion route is available for Advanced Diploma, or equivalent, holders.

- **Chartered status** – cements a qualified practitioner's professional standing with titles to match career specialisms:

- Chartered Insurer
- Chartered Insurance Broker
- Chartered Insurance Practitioner

It has been developed for those holding the Advanced Diploma (or equivalent) who are seeking to demonstrate their professional standing.

- **Award in London Market Insurance** – a specialist qualification for those working in or with the London market, the Award in London Market Insurance comprises two Certificate-level units (LM1) London market insurance essentials and (LM2) London market insurance principles and practices. Together the two units provide a broad understanding of insurance process and practice across the London market as well as detailed understanding of technical topics. CII members continuing to complete the Certificate in Insurance can use the designation Cert CII (London Market).

Full details on all of the above are available online at www.cii.co.uk or from Customer Service.

CII insurance qualifications

Exploring the framework

As can be seen from the diagram provided on the cover flap, there are four levels of qualifications – Award for the Foundation Insurance Test, Certificate, Diploma and Advanced Diploma.

The Award is suitable for someone new to the industry who wants to improve their knowledge by studying for a single-unit qualification. The higher level qualifications – Certificate, Diploma and Advanced Diploma – can be achieved by passing a combination of units to build up the necessary amount of credits.

The framework has been designed to ensure maximum flexibility, with candidates able to choose units from those currently available across the qualification framework, subject to the completion requirements within each qualification.

This provides access to the maximum range of units giving candidates, and their employers, the ability to tailor their learning activity to individual needs and job roles, and to prepare for further study at a higher level.

Each qualification is obtained once its particular credit requirements are met (full details can be found in the diagram provided on page 6). This principle applies to each qualification.

Importantly, however, the credits achieved from any unit can be used to support study for any qualification (subject to the parameters laid down for each qualification in terms of the number of credits required at each level).

Put simply, while there are certain compulsory unit requirements, and a need to attain a minimum number of credits at each level to secure that particular qualification, candidates are able to choose units from those available across the framework.

Example – the requirements for the Diploma in Insurance are as follows:

- The Diploma in Insurance has a 120 credit threshold for completion.
- A minimum of 90 credits must be at Diploma level or above.

- Therefore, a Diploma candidate could obtain 30 Certificate credits, and 90 credits from across the Diploma and Advanced Diploma units to pass the 120 credit threshold. These must include units (P05) Business law and (P92) Insurance business and finance (or equivalent) to be awarded the Diploma.

Care has been taken to ensure that the units encompass the diverse array of disciplines and subject areas that exist within the insurance industry. This means the qualifications cater for the widest possible spectrum of interests and requirements.

Entry requirements

There are no entry requirements for any of the CII's insurance qualifications. It is up to each individual candidate to select the qualification that best meets their needs.

For the Diploma and the Advanced Diploma we do, however, include guidance on the prior learning that we consider appropriate for candidates entering these qualifications. These are reliable indicators as to whether an individual will have the requisite knowledge and/or study skills required to successfully complete these qualifications.

Evidencing progress

As progress is made, a 'Record of Achievement' is provided upon completion of each unit.

Once the necessary credits have been accumulated, the full qualification is awarded, including a completion certificate.

Key features of the qualifications framework

The modular structure of the qualifications framework offers great flexibility and provides candidates with the opportunity to develop their technical knowledge and understanding in line with their career progression, rather than be obliged to follow a rigid preset learning programme.

Key features include:

Covers a market-wide range of topics

Candidates have access to an unrivalled range of subjects, with units covering all the basic, key and most specialist areas of insurance practice.

Recognises prior learning

Recognition is given to relevant prior learning that meets certain criteria.

By claiming credits for qualifications you've attained outside the CII framework, you could cut your study time and avoid doubling up on learning.

Please see www.cii.co.uk/prior-learning for full details.

Supports lifelong learning

In today's environment, learning and self-improvement can never be considered at an end. The framework allows for practitioners to dip in and out as appropriate, selecting units through which they can top up their knowledge in line with career demands and overall professional development. These can be taken as study towards an overall qualification or on a standalone basis.

Blends different assessment methods

The method of testing for each unit is selected on the basis of what is most appropriate to the type and level of learning being undertaken. These include:

- multiple choice;
- case study-based; or
- essay questions.

Multiple choice exams are tested online providing candidates with greater flexibility on timing and location.

Formal recognition upon completion

A 'Record of Achievement' is awarded for each unit passed and the Award for the Foundation Insurance Test, Certificate, Diploma or Advanced Diploma, as appropriate, is awarded upon completion of a qualification. These provide portable and permanent evidence of learning undertaken.

Industry recognised member designations

'Cert CII', 'Dip CII', 'ACI' and 'FCII' designations are available to CII members qualified to Certificate, Diploma, Advanced Diploma and Fellowship level respectively.

All designation holders participate in the CII's Continuing Professional Development (CPD) scheme, to help maintain and enhance competence, and assist with ongoing career development (see www.cpd.cii.co.uk for details).

Dovetails with market-leading competence systems

The framework is complemented by assessment and compliance tools developed by the CII.

The ASSESS online technical training and competence systems help qualified industry practitioners to maintain and enhance their competence by keeping their knowledge up to date (see www.ed.cii.co.uk for full details).

The CII Broker Academy is essentially a 'one stop shop' training and development facility for insurance brokers. Developed in partnership with AXA and BIBA, it delivers an unrivalled range of learning services to enable brokers to accelerate their professional development (see www.cii.co.uk/brokeracademy for full details).

insurance ASSESS **broker ASSESS**

CII Broker Academy

Office of Qualifications and Examinations Regulation (Ofqual)

The Award for the Foundation Insurance Test is registered with Ofqual in the Qualifications and Credit Framework (QCF) at level 2; and the Award in London Market Insurance and the Certificate in Insurance are registered at level 3. As a guide to the level of difficulty this indicates, a GCSE C-A grade or equivalent is at level 2 in the QCF and an A-Level is at level 3.

Ofqual is the regulator of qualifications, exams and tests in England. They are also the regulators for recognised awarding bodies (such as the CII). For further information please go to: www.ofqual.gov.uk

Key facts Learning support

Key facts

	Award for the Foundation Insurance Test	Certificate in Insurance	Diploma in Insurance	Advanced Diploma in Insurance
Level of qualification	Introductory	Core	Technical	Professional
Credits required to complete (existing credits carried forward)	6	40 ¹	120 ² Minimum 90 achieved at Diploma level or above	290 ³ Minimum 205 at Diploma or Advanced Diploma level with 90 being at Advanced Diploma level
Credits per unit	6	10 or 15 dependent on unit chosen	20, 25 or 30 dependent on unit chosen	30
Number of available units	1	10 Certificate units Plus access to FIT, Diploma and Advanced Diploma units	14 Diploma units Plus access to FIT, Certificate and Advanced Diploma units	12 Advanced Diploma units Plus access to FIT, Certificate and Diploma units
Compulsory units	FIT – single unit	1 unit • (IF1) Insurance, legal and regulatory ⁴	2 units • (P92) Insurance business and finance ⁵ and • (P05) Insurance law	2 units • (P92) Insurance business and finance ⁵ and • (P05) Insurance law
Exam format	Online, 2 hours 100 multiple choice questions	Online, 1 or 2 hours dependent on the unit chosen Multiple choice questions/mini case studies	2 or 3 hours dependent on the unit chosen Written short answers and essay style questions	3 hours Essay style/case study questions and written short answers
Average study time	40 hours	50 hours per unit	90–100 hours per unit dependent on that chosen	120–150 hours per unit dependent on that chosen
Combination of units at any level allowed?	Not applicable	Yes	Yes	Yes
Availability of exam sessions (Details shown apply to the UK. Outside of the UK tests/exams are offered twice-yearly)	Year-round Availability varies from centre to centre, but typically tests can be sat weekly	Year-round Availability varies from centre to centre, but typically exams can be sat weekly	Twice yearly April/October	Twice yearly April/October
Entry requirements?	None	None	None We do, however, recommend that candidates entering the Diploma should hold the following: • Certificate in Insurance; or • 5 GCSEs grade C or equivalent	None We do, however, recommend that candidates entering the Advanced Diploma should hold the following: • Diploma in Insurance; or • 3 A levels or equivalent
Credits available for prior learning?	No	Yes	Yes	Yes
Record of Achievement issued for each exam pass?	Yes	Yes	Yes	Yes
Completion Certificate/Diploma awarded?	Yes Award for the Foundation Insurance Test	Yes Certificate in Insurance	Yes Diploma in Insurance	Yes Advanced Diploma in Insurance
CII membership designation	No	Cert CII, Cert CII (London Market), Cert CII (Claims) ⁶ CII members are entitled to use on completion	Dip CII, Dip CII (Claims) ⁶ CII members are entitled to use on completion	ACII ⁶ CII members are entitled to use on completion
Office of Qualifications and Examinations Regulation (Ofqual) approved? Note: Funding may be available for approved examinations (contact Customer Service for more information)	Yes Level 2	Yes Level 3	Not at the time of going to print – see http://register.ofqual.gov.uk for latest information	Not at the time of going to print – see http://register.ofqual.gov.uk for latest information

Notes:

1. A maximum of 30 credits obtained from financial planning qualifications (CII or comparable awarded by another educational body) can count towards the Certificate
2. A maximum of 60 credits obtained from financial planning qualifications (CII or comparable awarded by another educational body) can count towards the Diploma
3. A maximum of 180 credits obtained from financial planning qualifications (CII or comparable awarded by another educational body) can count towards the Advanced Diploma
4. Certificate candidates can satisfy the compulsory unit requirement by holding either unit IF1 or the Award in London Market insurance (units LM1 and LM2)
5. In place of unit P92, Diploma and Advanced Diploma candidates can also satisfy the business unit requirement by holding unit 530 or (the now withdrawn unit) P04
6. Continuing Professional Development and Code of Ethics requirements apply

Supporting learning activity

Learning styles and preferences vary from candidate to candidate. This influences their method of study and helps determine the type of learning support they prefer.

To accommodate these different requirements we have developed a comprehensive suite of learning and revision aids that caters for all styles of learning. Not only that, they can improve candidates' chances of achieving that all-important pass. Different aids are available according to the qualification being studied for.

Enhanced study programmes

At Diploma and Advanced Diploma level we typically offer candidates the option to test their knowledge as they progress and to receive expert feedback on their understanding and question-answering technique by completing written assignments marked by a subject matter expert.

The continuous assessment option includes a series of assignments, marked by an expert tutor and returned with comments and model answers. There is also a written enquiry service for those seeking advice on specific issues. Successful completion of this study programme also results in an award of 10% towards the exam result.

Revision courses

Delivered by subject matter experts, these are proven to boost the chances of exam success by as much as 50%.

A choice of courses are typically available, ranging from single-day courses to intensive multiple-day workshops to evening and Saturday courses.

Exam guides

These provide either a complete specimen or an actual paper, together with answers, providing hints and tips on how to pass. **The content of the latest exam guide is included FREE within the RevisionMate study tool provided with Certificate, Diploma and selected Advanced Diploma level study text purchases.**

Key fact booklets

Pocket-sized summaries of the core learning text, ideal for use when travelling to and from work or other situations where study from the main text is impractical.

RevisionMate

Available free when you purchase a study text for Certificate, Diploma and selected Advanced Diploma exam units, RevisionMate is a comprehensive online study tool. It provides access to a suite of services including study planners, student discussion forums, hints and tips and access to other activities to help enhance and broaden your knowledge.

LEARN

Available for FIT and Certificate level units IF1–IF8, this online learning service provides unrivalled interactive learning and revision tools to assist study backed by self-assessment tools.

Full details on the learning and revision materials available for each qualification can be found in the relevant 'Information for candidates' brochures available at www.cii.co.uk/qualifications or from Customer Service.

How does the framework work in practice?

In recognition of the enormous diversity within the insurance market, the qualifications framework has been designed to be as flexible as possible, allowing candidates from across the industry to choose a route that satisfies their needs and preferences.

To provide a flavour of how the framework works in practice, opposite and overleaf are a few examples of how qualifications can be obtained for different types of roles within the industry.

As can be seen, the requirements and aspirations of individuals from all sectors and at all levels can be accommodated.



Example 1 – Award for the Foundation Insurance Test

Stephen, a recent recruit to the call centre of a direct household insurer, studies and passes the Foundation Insurance Test as part of his induction programme.

This single unit course gives him an essential grounding in insurance:

- how the market operates;
- core principles and procedures; and
- key personal insurance products.

FIT also includes full membership of the CII providing a range of benefits which can assist him in studying for FIT and provide essential support in his working life.

Foundation Insurance Test – 6 credits

On passing FIT, Stephen receives a Record of Achievement and a completion certificate, indicating he has completed the Award for the Foundation Insurance Test. His credits will also count towards study for the Certificate in Insurance should he wish to continue his studies, developing greater technical knowledge.



Example 2 – Award in London Market Insurance

Jay has just started working for a Lloyd's syndicate as a technical assistant. He deals with underwriters, brokers and coverholders so needs a broad understanding of the London market, as well as a more detailed understanding of some of the technical issues.

He sits 'London market insurance essentials' to gain the essential grounding, followed by 'London market insurance principles and practices' to broaden his knowledge and gain more detailed technical knowledge.

(LM1) London market insurance essentials
10 credits

(LM2) London market insurance principles and practices
15 credits

Award in London Market Insurance – 25 credits

Jay is awarded the Award in London Market Insurance. He is also exempt from unit IF1 (the compulsory unit for the Certificate in Insurance) so should he wish to further his studies to complete the Certificate, he can do so by sitting one other Certificate unit of choice to gain the necessary credits. If he continues to complete the Certificate and joins as a member of the CII, he will be entitled to use the designation Cert CII (London Market).



Example 3 – Certificate in Insurance

Jill, a motor claims handler in a call centre, enters and passes three Certificate units: the compulsory paper 'Insurance, legal and regulatory' and the optional units 'Insurance claims handling process' and 'Motor insurance products'.

With each unit worth 15 credits, Jill passes the 40 credit threshold for completion of the Certificate.

(IF1) Insurance, legal and regulatory
15 credits

(IF4) Insurance claims handling process
15 credits

(IF5) Motor insurance products
15 credits

Certificate in Insurance (minimum 40 credits required)

Jill is awarded the Certificate in Insurance upon completion. As a member of the CII and also a holder of the IF4 claims unit she is entitled to use the designation 'Cert CII (Claims)'. The credits obtained for completing the Certificate will count towards study for higher level CII qualifications should she continue her studies.



Example 4 – Diploma in Insurance

Chris, an account handler in a commercial brokerage, enters and passes at Diploma level the compulsory units, 'Insurance business and finance', and 'Insurance law'. He then passes further Diploma units, 'Insurance broking practice', 'Commercial property and business interruption' and 'Liability insurances'.

This amounts to a total of 120 Diploma level credits, meeting the requirements for passing the Diploma in Insurance.

(P92) Insurance business and finance
25 credits

(P05) Insurance law
25 credits

(P81) Insurance broking practice
20 credits

(P93) Commercial property and business interruption
25 credits

(P96) Liability insurances
25 credits

Diploma in Insurance (minimum 120 credits required)

Chris is awarded the Diploma in Insurance on completion and as a member of the CII is entitled to use the designation 'Dip CII'. His credits will count towards study for the Advanced Diploma should Chris continue his studies.

How does the framework work in practice?

In recognition of the enormous diversity within the insurance market, the qualifications framework has been designed to be as flexible as possible, allowing candidates from across the industry to choose a route that satisfies their needs and preferences.

To provide a flavour of how the framework works in practice, opposite and on the preceding page are a few examples of how qualifications can be obtained for different types of roles within the industry.

As can be seen, the requirements and aspirations of individuals from all sectors and at all levels can be accommodated.



Example 5 – Advanced Diploma in Insurance

Josie works for a Lloyd's syndicate as a property underwriting assistant and has aspirations of becoming a property underwriter. To this end, she now wants to study for the Advanced Diploma.

She has already completed the Award in London Market Insurance and the Diploma in Insurance, passing the Diploma units 'Insurance business and finance', 'Insurance law' and 'Commercial property and business interruption', and the Advanced Diploma unit 'Advanced underwriting'. The Award in London Market Insurance provides 25 credits, the Diploma units provide a total of 75 credits and the Advanced Diploma unit 30, amounting to 130 credits in all.

(LM1) London market insurance essentials	(LM2) London market insurance principles and practices	(P92) Insurance business and finance	(P05) Insurance law	(P93) Commercial property and business interruption	(960) Advanced underwriting
10 credits	15 credits	25 credits	25 credits	25 credits	30 credits

Diploma in Insurance (minimum 120 credits required)

In order to complete the Advanced Diploma, Josie requires another 160 credits (with at least 100 of these at Diploma level or above and 60 to come from further Advanced Diploma units). She enters and passes the Advanced Diploma units 'Economics and business', 'Risk management', 'Advanced claims', and 'Insurance corporate management' as well as further Diploma units 'Commercial insurance contract wording' and 'Reinsurance'. The Advanced Diploma units are worth 30 credits each, and the Diploma units are worth 50 further credits, giving a total of 170 and amounting to 300 credits in all. Josie meets the 290 credit threshold for Advanced Diploma, including the specified combination of credits.

(530) Economics and business	(655) Risk management	(820) Advanced claims	(990) Insurance corporate management	(P21) Commercial insurance contract wording	(P97) Reinsurance
30 credits	30 credits	30 credits	30 credits	20 credits	30 credits

Advanced Diploma in Insurance (minimum 290 credits required)

Josie is awarded the Advanced Diploma in Insurance on completion and, as a member of the CII, she is entitled to use the designation 'ACII'. She can also apply for 'Chartered Insurer' status and has the option to continue her studies towards Fellowship if she wishes.



Example 6 – Fellowship (including the MSc in Insurance and Risk Management)

Mena works as a regional underwriting manager within a large commercial insurer. She joined from university onto a graduate training programme and, as part of her training, completed the Advanced Diploma in Insurance. As a member of the CII this allowed her to attain the designation 'ACII'.

Upon completing five years' work experience, she applied for and was awarded 'Chartered Insurer' status. Mena is keen to continue to advance her career. She sees ongoing structured professional development as essential to the fulfilment of her ambitions.

Three years after completing the Advanced Diploma, Mena decides to enrol on the Fellowship programme.

This involves her meeting a number of requirements related to advanced professional development:

Continuing professional development (CPD)	Submission of three years' CPD records
Business ethics programme (BEP)	Completing a distance learning course providing a framework for the ethical and moral issues that she faces in the workplace
Major achievement	Undertaking one of the following: an insurance-related dissertation; a work-based project report; a further academic or professional qualification; or a portfolio of published works
Statement of personal achievement (SPA)	The submission of a statement summarising the learning and development she has gained through the Fellowship programme and how her future prospects will be helped through her achievement

For her 'major achievement', Mena decides to obtain an additional professional qualification: the CII/Cass Business School MSc in Insurance and Risk Management. Through the MSc Mena explores the growing relationship between insurance, risk management and financial services developing her technical understanding.

As a holder of the Advanced Diploma, Mena can take a fast-track route to completion of the MSc via exemptions from four of the compulsory nine core modules. She must take five core modules and select five elective modules or one elective module plus a dissertation.

As a part-time student she completes this in nineteen months, rather than the two years it will typically take part-time non-Advanced Diploma holders.

Mena completes her MSc and fulfils all the Fellowship requirements. She is awarded the Fellowship on completion and, as a member of the CII, is entitled to use the designation 'FCII'. She is also entitled to use the designation 'MSc'.

Further information

For further information on any of the courses or qualifications mentioned in this brochure, including details on how to purchase, visit www.cii.co.uk or contact Customer Service.

2012 'Information for candidates' brochures:

- Foundation Insurance Test
– Ref: ICI001 (10/11)
- Award in London Market Insurance
– Ref: ALM001 (10/11)
- Certificate/Diploma/Advanced Diploma in Insurance
– Ref: ICI005 (10/11)
- Principles of Takaful
– Ref: TAK001 (10/11)
- Fellowship – Ref: CMISC005 (10/11)
- MSc in Insurance and Risk Management
– Ref: IMF001 (10/11)

“ Chubb prides itself on a culture of professionalism, a key part of this is a commitment to formal learning and development plans for all staff. Core elements of these plans include technical training and, of course, insurance qualifications.

We combine study for CII qualifications with in-house training to ensure our people have the required technical grounding, and we support entry for CII qualifications because they are the acknowledged benchmark of learning across the sector. We have made them a central element of career advancement and it is a condition of employment for new entrants that they undertake study linked to their role.

With two of our divisions already holding Chartered Insurers status, we are firmly convinced with the merits of our approach. ”

Stuart Payne

Vice President

Chubb Insurance Company of Europe SE



CHUBB
INSURANCE

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