

# **CII Level 6 Advanced Diploma in Financial Planning**

Qualification specification



Thank you for considering study with the CII. This specification summarises the purpose and the content of this qualification to help you decide whether it meets your learning needs. The qualifications section of the CII website, unit syllabus documents and CII policies provide further detail on the features summarised here.

## Qualification overview

The **CII Level 6 Advanced Diploma in Financial Planning** builds on prior study at Level 4 to develop and assess specialist planning capabilities.

### Who is this qualification for?

This qualification is particularly appropriate for:

- Retail investment advisers qualified at Level 4
- Paraplanners, technical consultants and staff in related support roles qualified at Level 4
- Those wishing to become a Chartered Financial Planner.

### Benefits for individuals and employers

The Advanced Diploma enables advisers to develop specialist planning capabilities and offer a sophisticated and comprehensive approach to financial management.

You and your firm will gain clear differentiation from the main body of advisers, with completion leading to Chartered Financial Planner status (holders need to have five years' industry experience, not necessarily post-qualification).

### Summary of content

The Advanced Diploma involves completion of:

- a selection of optional units, which each develop advanced skills in applying technical knowledge to complex situations; and,
- a compulsory unit that assesses advanced planning skills.

## Entry and professional completion requirements

### Entry requirements

There are no entry requirements. However, to meet the demands of study at level 6 (approximately Honours degree level), it is recommended that you complete the CII Level 4 Diploma in Financial Planning or CII Level 4 Diploma in Regulated Financial Planning prior to studying CII level 6 units. You will be required to hold one of these qualifications before you can complete the Advanced Diploma.

## Qualification structure

### Core unit

You will need to complete the following Advanced Diploma (Level 6) unit.

(AF5) Financial  
Planning Process  
*30 CII credits*

### Optional units

You will need to complete a selection of the following units. These must total at least 90 CII credits.

(AF1) Personal  
tax and trust  
planning  
*30 CII credits*

(AF2) Business  
financial planning  
*30 CII credits*

(AF3) Pension  
planning\* (final  
exam April 2018)  
*30 CII credits*

(AF4) Investment  
planning  
*30 CII credits*

(AF6) Senior  
management and  
supervision  
*30 CII credits*

### Additional completion requirements units

The CII Level 6 Advanced Diploma in Financial Planning builds on professional knowledge requirements typically gained through study of key units from the CII Level 4 Diploma in Regulated Financial Planning and the CII Level 4 Diploma in Financial Planning and a sufficient range of other CII units to gain a good breadth of knowledge across the industry.

If you do not already hold these, you will need to complete additional units to satisfy the following rules.

To complete you need to obtain 290 CII credits, of which:

- At least 120 CII credits must be at Advanced Diploma-level (Level 6 units AF1–AF6). Where you already hold withdrawn CII AFPC units these will count towards this requirement. These must include compulsory unit AF5 (holders of AFPC unit (H25) Holistic financial planning satisfy this requirement).
- A further 40 CII credits must be at Diploma-level (Level 4) or above.
- The remaining credits can come from any CII financial services units, excluding LF1.

Please visit the following page to see detailed completion requirements and unit details to help you choose the units most useful to your role and learning needs:

[www.cii.co.uk/adip-financialplanning](http://www.cii.co.uk/adip-financialplanning)

## Learning and assessment

### Learning materials provided

For units in this qualification, students typically have access to the following materials:

- Case study workbook or study text
- Exemplar assessments
- RevisionMate online learning environment
- Learning, study and assessment guidance
- Further reading suggestions

Additional or different resources may be available for some units.

### Study time

Specific study time guidelines are provided for each unit on its webpage and in the CII qualifications brochure.

The notional Ofqual 'Total Qualification Time' for this qualification is 600 hours.<sup>1</sup> This represents the time a student might typically take to upgrade their CII Level 4 Diploma in Financial Planning or Regulated Financial Planning to the CII Level 6 Advanced Diploma in Financial Planning by the shortest combination of units from the core and optional units available. The number of hours may increase dependent on the units chosen. Further study time will be needed for any units required to meet the additional completion requirements (for students who have not already completed these as part of their prior study).

### Assessment format

The Level 6 core and optional units are assessed by examination or by coursework assignments.

Please check your selected unit for more details.

The qualification award will be graded fail/pass.

### Further information on learning and assessment for each unit

Please ensure that you refer to the individual unit syllabus for unit-specific:

- learning outcomes and assessment criteria
- further reading and resources
- important notes, such as the legislative position that will be assessed

This is available in our syllabus menu on the qualification webpage: [www.cii.co.uk/adip-financialplanning](http://www.cii.co.uk/adip-financialplanning)

Please also select your unit from the webpage to find out about any unit updates.

### Important assessment policies

Details of terms and conditions which apply to candidates entering for assessments with the CII are set out on the CII website. By entering any assessment with the CII you agree to be bound by these terms and conditions and our assessment policies, which can be found which can be found in our exam and coursework policies pages:

[www.cii.co.uk/exampolicies](http://www.cii.co.uk/exampolicies)

[www.cii.co.uk/courseworkpolicies](http://www.cii.co.uk/courseworkpolicies)

### Fair access to our qualifications

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<sup>1</sup> 'Total Qualification Time' is a term that awarding organisations are required by Ofqual (the qualifications regulator in England) to use to describe the size of qualifications. <https://www.gov.uk/guidance/awarding-organisations-understanding-our-regulatory-requirements>

The CII acts at all times to ensure that no unfair barriers apply to those seeking to gain the qualifications it offers. If, due to disability or illness, you may require adjustments in order to access an assessment, please read the access arrangements and reasonable adjustments policy and contact the CII Customer Service team as soon as possible to discuss how we can meet your needs. Further details are provided here: <http://www.cii.co.uk/qualifications/assessment-information/exam-policies/#Accessibility>

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