Fast Track ACII Programme

The Insurance Institute of Leeds (IIL) and Insurance Training Partnership (ITP) are offering you the chance to join a course specifically designed to help you achieve your Advanced Diploma (ACII) qualification in 2 years.

We are looking for people who have already completed their Diploma (Dip CII) qualification (or almost) and haven’t yet started the pathway to ACII or have started and hit a stumbling block. Perhaps you just don’t know where to start or it has been several years since you completed the Diploma and you just never got moving again.

This course starts in September 2017 and is going to cover 5 core areas of the ACII syllabus; Advanced Claims, Insurance Broking, Advanced Underwriting, Risk Management and Marketing.

Over a 2 year period you will receive 15 full days workshops, three for each subject. There will also be one to one sessions with tutors and mentors to give you support and help as required.

The programme should help give you the focus you need to crack the coursework, whilst working with a group of people who are going through the same subjects, and at the end achieving your qualification.

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| **Entry Criteria and Costs:*** You don't need to be a CII member to apply, but you will need to join ASAP to sign up for the coursework. The course is primarily for IIL members (including Harrogate).
* You should have finished your Diploma, or have completed at least one of the compulsory subjects (M05 /P05 Insurance Law or P92/ M92 Business and Finance), with the other underway.
* You can work in any area of the insurance profession.
* This application should be supported by your line manager and employer, however if they don't, please explain how you will overcome this hurdle.
* IIL will pay for this course and lunch at the full day sessions.
* You/your employer has to pay for the CII coursework entry fees, study material, membership fees and any travel costs to and from the training venue.
 | **Points to Consider:** * You need to be serious and committed to attaining this qualification. We are only taking a small number of people on this course and want them all to benefit fully.
* You will not be told the answers to the coursework and your work won’t be reviewed by the mentors. You are still expected to study but this course will help you understand what the examiner is looking for and allow you to cut down on study time.
* there are a maximum of 12 places available. You are expected to attend all of the sessions and dates are given in advance for these. We fully appreciate that you will have a busy job and life, but these dates will not be rearranged.
* All courses will be held in Leeds city centre at a professional venue.
* The programme will start in September 2017 with a launch event in Leeds.
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| **How to enter:**1. Check that you meet the entry criteria and contact us if unsure about anything.
2. Complete the application form
3. Email it to [leedsinstitute@cii.co.uk](file:///C%3A%5CUsers%5Cmjordan%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5CVML3NTQS%5Cleedsinstitute%40cii.co.uk) or post it to:

The Insurance Institute of Leeds, Barlow House, Minshull Street, Manchester, M1 3DZPlease make sure that all of your details are completed so that we can contact you.**The closing date for applications is 5pm on Friday 28th July** |

Fast Track ACII Programme 2017

Application Form

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| **Applicant Information**  |
| **First Name:** |  |
| **Surname:** |  |
| **CII PIN:** |  |
| **Area of Work:** |  |
| **Current Position:**  |  |
| **Company Name :** |  |
| **Company Address:** |  |
| **Postcode:** |  |
| **Telephone:**  |  |
| **Mobile:** |  |
| **Email:**  |  |
| **Qualifications, including CII subjects studied to date and any exemptions you have:** |  |
| **Brief career history (no more than 100 words):** |  |

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| **CII Qualification Details (no more than 200 words)**A brief overview of when you started studying for your CII qualifications and when you achieved them |
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| **What have been the biggest challenges you have faced in completing your qualifications so far and how have you dealt with these or overcome them? (no more than 200 words)**A brief overview of any difficulties faced or challenges you have experienced so far |
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| **What support do you have from your line manager and company (no more than 200 words)**If you have limited support please outline how are you going to manage this situation to ensure you can attend the course and complete the work within the necessary timescales? |
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| **Course Interest (no more than 200 words)**An outline of why you are interested in being part of the course. |
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| **Personal Statement (no more than 200 words)**Please explain your personal commitment to the course & why you feel you should be considered.  |
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Applicants to the programme agree that the IIL can contact them with details of events that they believe could be of interest to them and to send them surveys related to the programme. Successful applicants' details and photographs taken at events may be used in press releases and other media by the IIL and the Chartered Insurance Institute.

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| **I declare that the contents of this declaration form are true to the best of my knowledge** |
| **Applicant’s Signature:** |  | **Date:**  |  |
| **Line Manager’s Signature:**  |  | **Date:**  |  |
| **Line Manager's Name:**  |  |
| **Line Manager’s Role:** |  |

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Telephone: 0161 236 2926