



Singapore College
of Insurance

IBF-STF Funding Applicable To Selected Modules

DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

awarded by the Singapore College of Insurance

The 36-month part-time programme is registered with the Committee for Private Education (CPE) under the Private Education (PE) Act.

CHARTERED LIFE

UNDERWRITER[®]/SINGAPORE (CLU[®]/S)

awarded by the Singapore College of Insurance under licence from the American College of Financial Services.

Assessment Only

2022

NURTURING
ASIA'S BEST



*Awarded by the Singapore College of Insurance under licence
from The American College of Financial Services*

2 PATHWAYS TO ATTAIN THE CLU[®]/S DESIGNATION

PROGRESSION ROUTES

PATHWAY 1 Diploma in Life Insurance  Chartered Life Underwriter[®]/Singapore CLU[®]/S

PATHWAY 2 Diploma in Personal Financial Planning (DPFP)  Chartered Financial Consultant[®]/Singapore (ChFC[®]/S)  Chartered Life Underwriter[®]/Singapore CLU[®]/S

Table 1: Pathway 1 - Diploma in Life Insurance -> Chartered Life Underwriter[®]/Singapore (CLU[®]/S) progression route

Diploma in Life Insurance	Funding Type*	CLU [®] /S	Funding Type*
CLUS01/DLI01 Individual Life Insurance	Not Applicable	CLUS06 Investment Planning (P220915SIB) This module is similar to the ChFC04/DPFP04 module of Investment Planning.	STS
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning (P220915AVO) This module is similar to the ChFC02/DPFP02 module of Risk Management, Insurance and Retirement Planning.	STS	CLUS07 Planning for Business Owners and Professionals (P220915UPI) This module is similar to the ChFC06 module of Planning for Business Owners and Professionals.	STS
CLUS03/DLI03 Life Insurance Law	Not Applicable	CLUS08 Group Benefits and Health Insurance	Not Applicable
CLUS04/DLI04 Life Insurance Company Operations	Not Applicable		
CLUS05/DLI05 Financial Planning: Process and Environment (P220915CCK) This module is similar to the ChFC01/DPFP01 module of Financial Planning: Process and Environment.	STS		

Table 2: Pathway 2 - Diploma in Personal Financial Planning (DPFP) ->Chartered Financial Consultant[®]/Singapore (ChFC[®]/S) ->Chartered Life Underwriter[®]/Singapore (CLU[®]/S) progression route

DPFP	Funding Type*	ChFC [®] /S	Funding Type*	CLU [®] /S	Funding Type
ChFC01/DPFP01 Financial Planning: Process and Environment (P220915CCK)	STS	ChFC06 Planning for Business Owners and Professionals (P220915SIB)	STS	CLUS01/DLI01 Individual Life Insurance	Not Applicable
ChFC02/DPFP02 Risk Management, Insurance and Retirement Planning (P220915AVO)	STS	ChFC07 Wealth Management and Financial Planning (P220915XCL)	STS	CLUS03/DLI03 Life Insurance Law	Not Applicable
ChFC03/DPFP03 Tax, Estate Planning and Legal Aspects of Financial Planning (P220915EMG)	STS	ChFC08 Financial Planning Applications (P200814UNR)	STS	CLUS04/DLI04 Life Insurance Company Operations	Not Applicable
ChFC04/DPFP04 Investment Planning (P220915SIB)	STS	ChFC09 Ethics for the Financial Services Professional (P201117TQS)	STS	CLUS08 Group Benefits and Health Insurance	Not Applicable
ChFC05/DPFP05 Personal Financial Plan Construction (P220915RUI)	STS				
DPFP05E Skills and Ethics for Financial Advisers (P200814BEV)	STS				

*IBF-STTS: IBF Standards Training Scheme

ENTRY REQUIREMENTS

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

In order to register for the programme / examination, the candidate:

- (a) must be at least 18 years of age;
- (b) should be a Singapore Citizen / Singapore Permanent Resident or foreigner who is ordinarily resident in Singapore at the point of registering for the examination;
- (c) should preferably be engaged in financial services activities; and
- (d) must have successfully completed the Capital Markets and Financial Advisory Services (CMFAS) examination Module 5 and Module 8 or Module 9, as well as Health Insurance examination.

The candidate must produce relevant supporting documents to the SCI for verification purposes if required during the signing of the Advisory Note and Student Contract.

FOR CHARTERED LIFE UNDERWRITER®/SINGAPORE (CLU®/S)

Any candidate who registers for the Chartered Life Underwriter®/Singapore (CLU®/S) programme must have completed the Chartered Financial Consultant®/Singapore (ChFC®/S) programme **or** the Diploma in Life Insurance (DLI) programme, subject to the signing of the Clawback Contract.

DLI holders may earn the Chartered Life Underwriter®/Singapore (CLU®/S) designation by completing the following 3 additional modules:

- CLUS06 Investment Planning
- CLUS07 Planning for Business Owners and Professionals
- CLUS08 Group Benefits and Health Insurance

After obtaining the CLU®/S designation, candidates with the Diploma in Life Insurance (DLI) only can proceed to take the following five modules to obtain their ChFC®/S designation, also awarded by the SCI, under licence from The American College of Financial Services:

- ChFC03 Tax, Estate Planning and Legal Aspects of Financial Planning
- ChFC05 Personal Financial Plan Construction
- ChFC07 Wealth Management and Financial Planning
- ChFC08 Financial Planning Applications
- ChFC09 Ethics for the Financial Services Professional

ChFC®/S holders may earn the Chartered Life Underwriter®/Singapore (CLU®/S) designation by completing the following 4 additional modules:

- CLUS01/DLI01 Individual Life Insurance
- CLUS03/DLI03 Life Insurance Law
- CLUS04/DLI04 Life Insurance Company Operations
- CLUS08 Group Benefits and Health Insurance

Associate Financial Consultant Designation

Upon passing CLUS05/DLI05, the candidate can apply for the Associate Financial Consultant (AFC) designation directly with the Insurance and Financial Practitioners Association of Singapore (IFPAS), subject to any terms and conditions as specified by IFPAS.

OVERVIEW OF MODULES

CLUS01/DLI01 INDIVIDUAL LIFE INSURANCE

This module provides in-depth knowledge of life insurance, its underwriting process and the role of claim assessors. It covers a wide range of topics from the basis of life insurance, product design and pricing, to the various types of life, annuity and disability insurance products.

CLUS02/DLI02 RISK MANAGEMENT, INSURANCE AND RETIREMENT PLANNING

This module focuses on the use of risk management techniques in treating the risks faced by individuals. It also provides an outline of the basic insurance principles, as well as the various classes of insurance, given the importance of insurance in the risk management process. In addition, it presents the steps in insurance planning to equip the candidates with the knowledge on how to perform insurance planning services.

CLUS03/DLI03 LIFE INSURANCE LAW

This module examines and provides in-depth treatment of the legal aspects of life insurance, including basic principles of contract law, incontestable clause, assignments, law of agency and the rights of beneficiaries.

CLUS04/DLI04 LIFE INSURANCE COMPANY OPERATIONS

This module provides a good understanding of the life insurance company's operational processes. It also covers specific functions such as claims handling, new business, information technology, actuarial management and marketing.

EXAMINATION FEES (SkillsFuture Credit is not applicable)

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

Module (Without Funding)	First Attempt Fee Per Module (with 7% GST)	Retaker Fee Per Module (with 7% GST)
DLI01, DLI03 & DLI04	S\$385.20 Per Module	S\$192.60 Per Module

Module (With Funding)	Full Fee Per Module (with 7% GST) - Before Funding	First Attempt Net Fee Per Module (with 7% GST) - After Funding	Clawback Amount Per Module	Retaker Fee Per Module (with 7% GST)
DLI02 & DLI05	S\$385.20 Per Module	S\$38.52 (1 Jul 2022 to 2 Oct 2022) for Singapore Citizens aged 40 and above S\$115.56 (1 Jul 2022 to 2 Oct 2022) for Singapore Citizens aged below 40 and Singapore PRs S\$61.20 (3 Oct 2022 to 31 Dec 2022) for Singapore Citizens aged 40 and above S\$133.20 (3 Oct 2022 to 31 Dec 2022) for Singapore Citizens aged below 40 and Singapore PRs	S\$346.68 (90% of module fee with GST Funding Support) S\$269.64 (70% of module fee with GST Funding Support) S\$324.00 (90% of module fee without GST Funding Support) S\$252.00 (70% of module fee without GST Funding Support)	S\$192.60 Per Module

FOR CHARTERED LIFE UNDERWRITER®/SINGAPORE (CLU®/S)

Module (Without Funding)	First Attempt Fee Per Module (with 7% GST)	Retaker Fee Per Module (with 7% GST)
CLUS01 , CLUS03, CLUS04 & CLUS08	S\$385.20 Per Module	S\$192.60 Per Module

Module (With Funding)	Full Fee Per Module (with 7% GST) - Before Funding	First Attempt Net Fee Per Module (with 7% GST) - After Funding	Clawback Amount Per Module	Retaker Fee Per Module (with 7% GST)
CLUS02, CLUS05, CLUS06 & CLUS07	S\$385.20 Per Module	S\$38.52 (1 Jul 2022 to 2 Oct 2022) for Singapore Citizens aged 40 and above S\$115.56 (1 Jul 2022 to 2 Oct 2022) for Singapore Citizens aged below 40 and Singapore PRs S\$61.20 (3 Oct 2022 to 31 Dec 2022) for Singapore Citizens aged 40 and above S\$133.20 (3 Oct 2022 to 31 Dec 2022) for Singapore Citizens aged below 40 and Singapore PRs	S\$346.68 (90% of module fee with GST Funding Support) S\$269.64 (70% of module fee with GST Funding Support) S\$324.00 (90% of module fee without GST Funding Support) S\$252.00 (70% of module fee without GST Funding Support)	S\$192.60 Per Module

NOTE: ONE-TIME NON-REFUNDABLE REGISTRATION FEE OF S\$32.10 IS APPLICABLE FOR FIRST ADMISSION INTO THE DLI AND CLU/S PROGRAMMES AS A NEW REGISTRANT.

FUNDING

FUNDING (only for first examination attempt)

- Funded Under IBF Standards Training Scheme (IBF-STS)

Only Singapore Citizens or Singapore Permanent Residents who are physically based in Singapore are eligible for funding.

For 90% course fee subsidies for Singapore Citizens aged 40 and above:

- Course to commence between 1 July 2022 and 31 December 2022 and candidates to fulfil all the course requirements as well as pass all the examinations/assessments no later than 31 March 2023 as stipulated by the IBF funding policy.
- Assessment-only course to commence between 1 July 2022 and 31 December 2022 and candidates to pass the examination/assessment no later than 31 March 2023 as stipulated by the IBF funding policy.

For 70% course fee subsidies for Singapore Citizens aged below 40 and all Singapore Permanent Residents:

- Course to commence between 1 July 2022 and 31 December 2022 and candidates to fulfil all the course requirements as well as pass all the examinations/assessments no later than 31 March 2023 as stipulated by the IBF funding policy.
- Assessment-only course to commence between 1 July 2022 and 31 December 2022 and candidates to pass the examination/assessment no later than 31 March 2023 as stipulated by the IBF funding policy.

Important Note

- **For self-sponsored trainees, GST funding support will be removed with effect from 3 October 2022. In other words, self-sponsored trainees will have to pay the GST component in addition to the course fee for Course/Assessment-only course that commence from 3 October 2022.**
- **For candidate who opts for nett fee funding, SCI reserves the right to claw back the full amount from the candidate if he/she does not successfully complete the programme within the stipulated deadline.**

Please refer to the IBF website at <https://www.ibf.org.sg/programmes/Pages/IBF-STS.aspx> for more details.

ABOUT IBF CERTIFICATION

The CLUS02/DLI02 Risk Management, Insurance and Retirement Planning module addresses the following Technical Skills and Competencies (TSCs) and proficiency level:

Technical Skills and Competencies (TSCs)	Proficiency Level
G15. Product Advisory	Level 4

The CLUS05/DLI05 Financial Planning: Process and Environment module addresses the following Technical Skills and Competencies (TSCs) and proficiency level:

Technical Skills and Competencies (TSCs)	Proficiency Level
A13. Ethical Culture	Level 3
B1. Account Management	Level 4
B3. Customer Acquisition Management	Level 4
B5. Customer Experience Management	Level 3
B10. Personal Finance Advisory	Level 4
E10. Client Investment Suitability	Level 3
G15. Product Advisory	Level 3
H8. Customer Acceptance Checking and Onboarding	Level 3

The CLUS06 Investment Planning module addresses the following Technical Skills and Competencies (TSCs) and proficiency level:

Technical Skills and Competencies (TSCs)	Proficiency Level
E10. Client Investment Suitability	Level 5
E16. Financial Analysis	Level 4

The CLUS07 Planning for Business Owners and Professionals module addresses the following Technical Skills and Competencies (TSCs) and proficiency level:

Technical Skills and Competencies (TSCs)	Proficiency Level
B10. Personal Finance Advisory	Level 4

Participants are encouraged to access the IBF MySkills Portfolio (<https://www.ibf.org.sg/programmes/Pages/MySkills-Portfolio.aspx>) to track their training progress and skills acquisition against the Skills Framework for Financial Services. You can apply for IBF Certification after fulfilling the required number of Technical Skills and Competencies (TSCs) for the selected job role.

Find out more about IBF certification and the application process on <https://www.ibf.org.sg/certification/Pages/Why-be-Certified.aspx>

PAYMENT OF EXAMINATION FEES

Payment must be made at the time of registering for the examination(s) at the SCI website at: <https://www.scicollege.org.sg> via credit card.

MISCELLANEOUS FEES

Purpose of Fee	Amount Payable
(A) To apply for a SMART Letter of Certification	S\$23.50 for each application (inclusive of 7% GST)
(B) To apply for an Exemption	S\$214.00 for each module applied for exemption (inclusive of 7% GST) A non-refundable administrative fee of S\$53.50 (inclusive of 7% GST) is also payable for each exemption application submitted.

To apply for any of the above items, please visit the SCI website at <http://www.scicollege.org.sg> to submit an online application with payment.

CLAWBACK PROVISION, ADVISORY NOTE, STUDENT CONTRACT & WITHDRAWAL POLICY DURING AND AFTER COOLING-OFF PERIOD

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

All candidates who registered for the Diploma in Life Insurance (DLI) - Self Study, whether self-sponsored or company-sponsored, are required to sign an Advisory Note as well as an electronic Student Contract with the SCI before registering for any module, the SCI offers a Cooling-Off Period of 7 working days from the date of signing the Student Contract. Should a candidate decide to withdraw from the module registered for, within the Cooling-Off Period, he must notify the SCI by way of electronic mail (e-mail). A full refund of examination fee paid including one-time registration fee of S\$32.10 (inclusive of 7% GST), if any, will be made within 14 days from the day of withdrawal in such instance. The date of withdrawal must fall within the 7 working days. No withdrawal is allowed after the cooling-off period.

SIGNING OF CLAWBACK CONTRACT

FOR CHARTERED LIFE UNDERWRITER®/SINGAPORE (CLU®/S)

Signing the Advisory Note and Student Contract is not required for the Chartered Life Underwriter®/Singapore (CLU®/S) modules with no funding. Once registration is completed, no refund nor withdrawal is allowed.

Candidates who wish to register for CLUS02, CLUS05, CLUS06 and CLUS07 are required to sign the Clawback Contract electronically pertaining to Clawback Provision, Registration Policy, Rescheduling Policy and Refund Policy before the registration can be confirmed.

For the candidates who opt for the IBF-STF Funding, the SCI will clawback 90% of the module fee (ie S\$346.68 per module: CLUS02/DLI02, CLUS05/DLI05, CLUS06 and CLUS07, or 70% of the module fee (ie S\$269.64 per module: CLUS02/DLI02, CLUS05/DLI05, CLUS06 and CLUS07, depending on the eligibility criteria.

EXAMINATION DETAILS

Module Code	Module Title	Examination Format	Duration Of Examination	Pass Mark Requirement
CLUS01/DLI01	Individual Life Insurance	100 Multiple Choice Questions	2 hours	70
CLUS02/DLI02	Risk Management, Insurance and Retirement Planning	100 Multiple Choice Questions	2 hours	70
CLUS03/DLI03	Life Insurance Law	100 Multiple Choice Questions	2 hours	70
CLUS04/DLI04	Life Insurance Company Operations	100 Multiple Choice Questions	2 hours	70
CLUS05/DLI05	Financial Planning: Process and Environment	100 Multiple Choice Questions	2 hours	70
CLUS06	Investment Planning	100 Multiple Choice Questions	2 hours	70
CLUS07	Planning for Business Owners and Professionals	100 Multiple Choice Questions	2 hours	70
CLUS08	Group Benefits and Health Insurance	100 Multiple Choice Questions	2 hours	70

Important Note: All examinations will be computer-screen based.

EXAMINATION SCHEDULES

2022 – January Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	10, 24 Jan 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	14, 28 Jan 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	11, 25 Jan 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	12, 26 Jan 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	14, 28 Jan 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	14, 28 Jan 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	14, 28 Jan 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	13, 27 Jan 2022	02:30 pm to 04:30 pm

2022 – February Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	7, 21 Feb 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	11, 25 Feb 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	8, 22 Feb 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	9, 23 Feb 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	11, 25 Feb 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	11, 25 Feb 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	11, 25 Feb 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	10, 24 Feb 2022	02:30 pm to 04:30 pm

2022 – March Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	7, 21 Mar 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	11, 25 Mar 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	8, 22 Mar 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	9, 23 Mar 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	11, 25 Mar 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	11, 25 Mar 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	11, 25 Mar 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	10, 24 Mar 2022	02:30 pm to 04:30 pm

2022 – April Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	4, 18 Apr 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	8, 22 Apr 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	5, 19 Apr 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	6, 20 Apr 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	8, 22 Apr 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	8, 22 Apr 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	8, 22 Apr 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	7, 21 Apr 2022	02:30 pm to 04:30 pm

2022 – May Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	9, 23 May 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	13, 27 May 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	10, 24 May 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	11, 25 May 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	13, 27 May 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	13, 27 May 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	13, 27 May 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	12, 26 May 2022	02:30 pm to 04:30 pm

2022 – June Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	6, 20 Jun 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	10, 24 Jun 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	7, 21 Jun 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	8, 22 Jun 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	10, 24 Jun 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	10, 24 Jun 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	10, 24 Jun 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	9, 23 Jun 2022	02:30 pm to 04:30 pm

2022 – July Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	4, 18 Jul 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	8, 22 Jul 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	5, 19 Jul 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	6, 20 Jul 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	8, 22 Jul 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	8, 22 Jul 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	8, 22 Jul 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	7, 21 Jul 2022	02:30 pm to 04:30 pm

2022 – August Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	1, 15 Aug 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	5, 19 Aug 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	2, 16 Aug 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	3, 17 Aug 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	5, 19 Aug 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	5, 19 Aug 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	5, 19 Aug 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	4, 18 Aug 2022	02:30 pm to 04:30 pm

2022 – September Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	5, 19 Sep 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	9, 23 Sep 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	6, 20 Sep 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	7, 21 Sep 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	9, 23 Sep 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	9, 23 Sep 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	9, 23 Sep 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	8, 22 Sep 2022	02:30 pm to 04:30 pm

2022 – October Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	3, 17 Oct 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	7, 21 Oct 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	4, 18 Oct 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	5, 19 Oct 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	7, 21 Oct 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	7, 21 Oct 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	7, 21 Oct 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	6, 20 Oct 2022	02:30 pm to 04:30 pm

2022 – November Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	7, 21 Nov 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	11, 25 Nov 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	8, 22 Nov 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	9, 23 Nov 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	11, 25 Nov 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	11, 25 Nov 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	11, 25 Nov 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	10, 24 Nov 2022	02:30 pm to 04:30 pm

2022 – December Schedule (CLU®/S and DLI)

Module	Exam Date	Exam Timing
CLUS01/DLI01 Individual Life Insurance	5, 19 Dec 2022	02:30 pm to 04:30 pm
CLUS02/DLI02 Risk Management, Insurance and Retirement Planning	9, 23 Dec 2022	02:30 pm to 04:30 pm
CLUS03/DLI03 Life Insurance Law	6, 20 Dec 2022	02:30 pm to 04:30 pm
CLUS04/DLI04 Life Insurance Company Operations	7, 21 Dec 2022	02:30 pm to 04:30 pm
CLUS05/DLI05 Financial Planning: Process and Environment	9, 23 Dec 2022	02:30 pm to 04:30 pm
CLUS06 Investment Planning	9, 23 Dec 2022	02:30 pm to 04:30 pm
CLUS07 Planning for Business Owners and Professionals	9, 23 Dec 2022	02:30 pm to 04:30 pm
CLUS08 Group Benefits and Health Insurance	8, 22 Dec 2022	02:30 pm to 04:30 pm

ACCESS TO EBOOKS AND EMOCK PAPERS/FORMULA SHEETS

Hardcopies will not be issued.

(1) Candidates may access via this link: <https://scicollege.instructure.com>

(2) Use the same credentials to login as your profile created at the SCI website.

(3) The examination module(s) which you had registered for would be displayed on your user dashboard.

(4) Access to online study materials will be closed 6 months after the course start date.

Please take note of the current editions of the study texts that are used for the examinations.

Examination Code	Examination Title	Current Edition
CLUS01/DLI01	Individual Life Insurance	2nd Edition
CLUS02/DLI02	Risk Management, Insurance and Retirement Planning	2nd Edition (v1.3)*
CLUS03/DLI03	Life Insurance law	3rd Edition
CLUS04/DLI04	Life Insurance Company Operations	2nd Edition
CLUS05/DLI05	Financial Planning: Process and Environment	2nd Edition
CLUS06	Investment Planning	1st Edition
CLUS07	Planning for Business Owners and Professionals	4th Edition
CLUS08	Group Benefits and Health Insurance	3rd Edition

*3rd Edition will be released on 1 October 2022 and applicable for examinations effective from 1 January 2023 onwards.

CPD HOURS AWARDED

CLUS01/DLI01 to CLUS08: 2 CPD hours per module for the relevant examination passed.

START AND END DATE OF DLI QUALIFICATION

Qualification start date shall be the date of the first registered examination date and the end date shall be the date that the candidate passes his last module, which may be 36 months or earlier.

QUALIFICATION AWARDED UPON SUCCESSFUL COMPLETION

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

Upon successful completion of the examination modules within the specified time frame, candidates will be eligible to use the certification designation: Dip SCI (LI)

FOR CHARTERED LIFE UNDERWRITER®/SINGAPORE (CLU®/S)

Upon successful completion of the examination modules within the specified time frame, candidates will be eligible to use the certification designation of CLU®/S, subject to other qualifying requirements being met, including experience and ethics requirements.

RELEASE OF RESULT SLIP

The result slip will be released immediately upon finishing the on-site computer-screen examination.

SMART CERTIFICATE PARCHMENT

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

Candidates who pass DLI01 to DLI05 examinations will be issued with a SMART Certificate Parchment for Diploma in Life Insurance together with a SMART Transcript. No hard copies will be issued. The SMART Certificate Parchment and SMART Transcript will be issued within one month after passing the last DLI module.

USE OF DLI DESIGNATION

Candidates need not apply for the DLI designation. Upon successful completion of the examination modules from DLI01 to DLI05 within the specified time frame, candidates will be eligible to use the certification designation: Dip SCI (LI).

FOR CHARTERED LIFE UNDERWRITER®/SINGAPORE (CLU®/S)

OVERALL CERTIFICATE PARCHMENT FOR CLU®/S

With effect from 1 March 2021, for those who are successfully qualified as a CLU®/S holder, we will no longer issue hard copy of the Overall Certificate Parchment for CLU®/S. Instead, the CLU®/S holder will receive an overall SMART Certificate Parchment together with the Code of Ethics Certificate within a month from the date of successful completion of the last CLU®/S module.

All SMART Certificates will be sent to the email address of the candidate in the SCI system.

USE OF CLU®/S DESIGNATION

There is no need to apply for the CLU®/S designation. You may start to use your CLU®/S designation on the day when you have received the overall SMART Certificate Parchment for CLU®/S and Code of Ethics Certificate. If the CLU®/S holder wishes to practise in the US, he will need to take the US equivalent papers for the CLU/US title. The CLU®/S title is not transferable in this case. For details on the "Guidelines For Designation Trademark Use." please refer to: https://www.scicollege.org.sg/docs/Guidelines_for_ChFC_CLU_Designations.pdf

SCI does not re-issue any certificate or result slip. You may apply for a SMART Letter of Certification that provides certification of your examination records by logging in to your User Account at the SCI website via <https://www.scicollege.org.sg/Account/Login>. Select "Apply for Letter of Certification" and indicate the examination(s) which you wish to apply and complete the personal and payment details accordingly. Your application will be processed within 5 working days upon receipt of the correct payment and relevant supporting documents (where applicable). Please note that no refunds will be granted once the SMART LOC application is submitted.

REGISTRATION POLICY

Candidates are allowed to register for a maximum of 2 modules at one time and required to pass them before registering for another two more modules. Registration is opened four months ahead of the examination dates and closed two working days before the examination dates. Registration should be made online at <https://www.scicollege.org.sg>.

• Sequence Of Examination Attempts

There is no sequence of examination attempts for the DLI programme and CLU®/S programme. Candidates are allowed to take any of the modules in any sequence based on the Examination Schedule.

• Number Of Attempts Allowed

There is no limit on the number of attempts that a candidate can take to complete each module, subject to the Examination Schedule and the maximum period for completion as specified.

Before registering, candidates should refer to the "Entry Requirements" section of the programme, to ensure that they meet the recommended experience and programme prerequisites. A good command of the English language is essential. SCI reserves the right to reject any candidates who do not meet the minimum entry requirements.

The SCI reserves the right to make changes to the programme details owing to unforeseen circumstances.

REFUND AND WITHDRAWAL POLICY

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

Should a candidate decide to withdraw from the module registered for, within the Cooling-Off Period, he must notify the SCI by way of electronic mail (e-mail). A full refund of examination fee paid including one-time registration fee of S\$32.10 (inclusive of 7% GST), if any, will be made within 14 days from the day of withdrawal in such instance. The date of withdrawal must fall within the 7 working days. No withdrawal is allowed after the cooling-off period.

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All examination fees are strictly non-refundable. No substitution is allowed.

RESCHEDULING POLICY

If Candidates Submit Their Request*:	Administrative Fee Payable
7 or more working days (excluding weekends and public holidays) before examination date	<ul style="list-style-type: none">No fee is payable for the first time a request to change the examination date/time is made for a particular examination.An administrative fee of S\$32.10 (inclusive of 7% GST) per request is payable for subsequent request to change the examination date/time for that particular examination.
Less than 7 working days but more than 2 working days (excluding weekends and public holidays) before examination date	<ul style="list-style-type: none">An administrative fee of S\$32.10 (inclusive of 7% GST) per request is payable.
2 working days or less (excluding weekends and public holidays) before examination date	<ul style="list-style-type: none">No re-scheduling is allowed

*Rescheduling applications must be submitted online with payment via the SCI website. Should the Candidate decide to reschedule to a later examination date, please note that the time bar will remain as of the first registered examination date.

Note: Counting of the days does not include the actual examination date itself.

If a Candidate fails the examination, he will have to retake it with the retaker fee payment of S\$192.60 (inclusive of 7% GST). In rescheduling, Candidates are to take note of the deadlines to take and pass the examinations with IBF-STF funding as there is a Clawback Provision involved for those modules.

ABSENCE ON DAY OF EXAMINATION

The SCI will grant a complimentary reschedule for the examination session if the Candidate is absent from the examination owing to one of the following valid reasons:

- Medical grounds (self);
- Bereavement (immediate family member);
- Disabling accident or injury (self);
- Court appearance (self); or
- National Service (self) in accordance with the Enlistment Act (Chapter 93).

This complimentary reschedule will be considered as the Candidate's first reschedule. Any reschedule after, even if they fall into the above categories, will be considered as "Sub sequent Rescheduling".

Please email your preferred examination date(s) together with the relevant documentary evidence to the SCI within **three working days** from the date of the examination. The preferred examination date(s) to reschedule must be within two weeks from the date of the examination you were absent from. SCI accepts only valid medical certificates issued by registered medical practitioners or hospitals in Singapore.

SCI will process the rescheduling application within **four working days** from the date of receipt of the application and complete supporting documentary evidence. If your documentation is in order, an email will be sent to you by the next working day informing that rescheduling for your examination is completed. However, note that there is a Clawback Provision involved for CLUS02/DLI02, CLUS05/DLI05, CLUS06 and CLUS07 modules.

APPEAL FOR EXAMINATION RESULTS

Please visit SCI website at <http://www.scicollege.org.sg> for details.

EXEMPTION POLICIES & REQUIREMENTS

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

The number of exemptions to be granted, if applicable, shall not be more than 2 modules subject to consideration and approval of SCI.

Types of Designation Holders	Exempted Module(s)
ChFC®/S Holders	DLI02 and DLI05
AFC Holders from IFPAS*	DLI05
CFP Holders from FPAS**	DLI02 and DLI05
SUSS BSc (Finance) Holders***	DLI02 and DLI05

*Insurance and Financial Practitioners Association of Singapore

** Financial Planning Association of Singapore

***Subject to completion of designated modules selected under the Finance Elective and University Core Courses

For details on exemption of modules, please refer to SCI website at: <https://www.scicollege.org.sg>

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The maximum number of exemptions to be granted to any one candidate is 5 modules, regardless of the number of qualifications held by the candidate.

For any candidate who is a designation holder of the Chartered Financial Consultant (ChFC®/S) Programme wishing to pursue the Chartered Life Underwriter (CLU®/S) qualification, he or she will need to take only the following 4 examination modules:

- CLUS01 Individual Life Insurance
- CLUS03 Life Insurance Law
- CLUS04 Life Insurance Company Operations
- CLUS08 Group Benefits & Health Insurance

Such candidate does not need to apply for exemptions for the remaining 4 CLU®/S modules and does not need to pay for the exemption fees. However, the candidate is required to write in to SCI via talk2us@scidomain.org.sg and inform SCI if he wishes to proceed with the CLU®/S programme to activate the exemptions before he registers for the CLU®/S modules. Once an exemption

has been granted, the candidate must register for the CLU®/S Programme within 30 days from the date of the exemption letter. If there is no registration of the CLU®/S Programme within the 30 days' period, the candidate will need to re-apply for exemption as a fresh application.

A candidate can apply for exemption at any stage during his or her study. However, there will not be any fee refund for any study text already purchased or course already registered for.

For more information, please visit the SCI website: <https://www.scicollege.org.sg/>

START AND END DATE OF QUALIFICATION

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

Qualification start date shall be the date of the first registered examination date and the end date shall be the date that the candidate passes his last module, which may be 36 months or earlier.

QUALIFYING REQUIREMENTS

FOR DIPLOMA IN LIFE INSURANCE (DLI) - SELF STUDY

To qualify for Diploma in Life Insurance (DLI), candidates are given 3 consecutive years (or 36 months) from the date of first registered examination date to pass all the 5 modules comprising:-

- DLI01 Individual Life Insurance;
- DLI02 Risk Management, Insurance and Retirement Planning;
- DLI03 Life Insurance Law;
- DLI04 Life Insurance Company Operations; and
- DLI05 Financial Planning: Process and Environment.

TIME BAR FOR COMPLETION

Candidates are given 3 consecutive years (or 36 months) from the date of first registered examination date to pass all the above mentioned 5 modules. Should the candidate be absent or decide to transfer his first registered examination date, to another date, the time bar will still start from the first registered examination date. Modules passed or exempted exceeding 3 years (or 36 months) are considered outdated passes and will not count towards meeting the DLI qualifying requirements. If the candidate does not complete all the modules within this time limit, the modules previously passed or exempted will no longer be valid and the candidate will be required to restart the DLI programme and sit for all the modules.

It is the candidate's responsibility to monitor his own time bar for the examination completion of the DLI programme. The SCI will not send any notification to remind the candidate in this respect. No extensions to the time bar will be considered. No related appeals will also be entertained. This time bar requirement is applicable to those who are not seeking IBF-STF funding. For those who are seeking the funding for DLI02 and DLI05 modules, Clawback Provision deadlines are applicable. If there are any changes to the modules, SCI will make every effort to ensure that the candidate is not disadvantaged by such changes. There will be a proper transitional arrangement for the candidate.

As a rule, no extension to the time bar will be considered and no related appeal will also be entertained. However, only on a case-by-case basis, approvals are granted for candidates who wish to appeal against the time bar rule. The candidates are required to write in to the SCI at talk2us@scidomain.org.sg with supporting reasons and documentary evidence. The SCI will only consider any appeal applications for extension by candidates whose time bar has expired. The candidates may write in to the SCI within 30 days from the time bar's expiry date to seek for an extension of the time bar. In the event the candidate writes in earlier than 30 days before the lapse of the time bar, The SCI will advise him to write in to the SCI again after his time bar has expired. The SCI will also not consider any appeals that are written in 30 days after the time bar's expiry date.

FOR CHARTERED LIFE UNDERWRITER®/SINGAPORE (CLU®/S)

TIME BAR FOR COMPLETION

To obtain the CLU®/S designation, DLI and ChFC®/S holders are given a total of 5 consecutive years (or 60 months) from the date of first examination registered - be it DLI first module or ChFC®/S first module whichever is applicable (whether sat or absent) to pass the additional 3 CLU/S for the DLI holders or 4 CLU/S modules ChFC®/S holders respectively. Should the candidate be absent or decide to transfer his first registered examination date, to another date, the time bar will still start from the examination date the candidate first registered to sit for. Modules passed or exempted exceeding 5 years (or 60 months) are considered outdated passes and will not count towards meeting the CLU®/S qualifying requirements. If the candidate does not complete all the modules within this time limit, the modules previously passed or exempted will no longer be valid and the candidate will be required to restart the CLU®/S programme and sit for all the modules. It is the candidate's responsibility to monitor his own time bar for the examination completion of the CLU®/S programme. The SCI will not send any notification to remind the candidate in this respect. This time bar requirement is applicable to those who are not seeking IBF-STF funding. For those who are seeking the funding

for CLUS02, CLUS05, CLUS06 and CLUS07 modules, Clawback Provision deadlines are applicable. If there are any changes to the modules, SCI will make every effort to ensure that the candidate is not disadvantaged by such changes. There will be a proper transitional arrangement for the candidate.

EDUCATION REQUIREMENT

The candidate must pass the examinations for all the 8 modules and meet all other course and ethics requirements

EXPERIENCE REQUIREMENT

3 years of full-time business experience is required for the award of the CLU®/S designation. The 3-year period must be within the 5 years preceding the date of the award. An undergraduate or graduate degree from an accredited educational institution qualifies as one year of business experience.

ETHICS REQUIREMENT

The Code of Ethics Certificate is issued to the CLU®/S holder who is deemed to agree to abide by the Code of Ethics for as long as he is a holder of the designation. If the CLU®/S holder fails to abide by the Code of Ethics, the SCI has the right to deny the award of the designation and/or suspend the use of the designation in the event that the SCI determines that the CLU®/S holder has violated the Code of Ethics.

CONTINUING PROFESSIONAL DEVELOPMENT (CPD) REQUIREMENT

FOR DIPLOMA IN LIFE INSURANCE AND CHARTERED LIFE UNDERWRITER®/SINGAPORE (CLU®/S)

The holder of the respective designation must fulfil a Continuing Professional Development (CPD) requirement of 30 hours every two (2) years. If the holder attains the designation in year 2022, the accumulating period will be from year 2023 to year 2024. The CPD hours earned per accumulating period must be from educational activities in acceptable subject matter areas. The holder needs to maintain accurate records of all CPD activities he undertakes, along with a corresponding CPD hours tally, to verify that he complies with the CPD requirements. These records should be kept for at least 12 months after the accumulating period in which the activities occurred. The SCI may request the holder to submit the records for checks if necessary. Should there be a finding that the holder does not comply with the Continuing Professional Development (CPD) Requirements, he will not be allowed to use the designation till the required CPD hours have been fulfilled accordingly.

GRIEVANCE PROCEDURE / DISPUTE RESOLUTION

Please refer to the SCI website at <https://www.scicollege.org.sg> for details.

PRIVACY POLICY

Please click here: <https://www.scicollege.org.sg/Home/Policy>

FUNDING SUPPORT

SKILLSFUTURE CREDIT

This programme is not eligible for SkillsFuture Credit.

IBF STANDARDS TRAINING SCHEME (IBF-STTS)

CLUS02/DLI02, CLUS05/DLI05, CLUS06 and CLUS07 are eligible for IBF-STTS funding. No other funding scheme is applicable.

Contact Details

Singapore College of Insurance Limited

9 Temasek Boulevard #14-01/02/03

Suntec Tower Two, Singapore 038989

General Enquiry: (+65) 6221 2336 (8.30am to 5.00pm)

Fax: (+65) 6220 6684

E-mail: talk2us@scidomain.org.sg

Website: www.scicollege.org.sg

Singapore College of Insurance Limited

CPE Registration No.: 199408491M

Period of CPE Registration: From 26 September 2019 to 25 September 2023

Information presented on this marketing material is correct at the time of publishing. However, changes to the programme contents, dates, time, duration and venue can occur owing to unforeseen circumstances. Every effort will be made to inform all candidates of such changes on a timely basis.