



Singapore College
of Insurance

A New Professional Certification

by the Singapore College of Insurance



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About the Programme

SCI is excited to unveil our exclusive series of four advanced courses in the fields of Private Wealth Management.

Step into a realm of targeted professional growth with our select range of courses, each crafted to enhance your expertise in key areas of Private Wealth Management.

Explore our premier course lineup leading to a professional designation in Private Wealth : -

Practical Techniques for Wills and Insurance Planning

Advising High-Net-Worth (HNW) Business Owners and Insurance Planning

Trust Advisory, Family Office, and Insurance Planning

Advanced Estate Planning Strategies for High-Net-Worth-Individuals (HNWI) And Business Owners

All four courses are case-study based to facilitate the exploration of a real issue within a defined context.

Why You Should Sign Up for This Programme:

- **Practical, Case-Based Learning:** Dive into a fully case-study-driven curriculum that equips you to handle real-world scenarios faced by high-net-worth (HNW) clients in private wealth management.
- **Real-World Insights:** Learn from a seasoned trainer with a proven track record, offering valuable lessons and practical examples drawn from extensive consulting and advisory experience.
- **Interactive Teaching Style:** Engage actively in discussions, gain clarity on challenges faced by your HNW clients, and deepen your expertise through personalised guidance.
- **Application-Oriented Curriculum:** Bridge the gap between theory and practice, empowering you to apply new skills immediately to boost client engagement and drive your sales success.

Take advantage of this opportunity to boost your expertise, sharpen your skills, and drive your sales to new heights in the competitive world of private wealth management—sign up today!

Minimum Entry Requirements

- At least 18 years of age
- a minimum of 10 years of formal education





Practical Techniques for Wills and Insurance Planning

This three-day course is designed to provide participants with a comprehensive understanding of the principles and techniques involved in drafting Wills and implementing effective insurance plans. The course combines knowledge with practical skills to equip participants with the necessary expertise to assist individuals and families in Will writing and managing risks through insurance coverage.



Target Audience

Financial advisers or individuals with an interest in Will Writing and Insurance Planning and would like to have an idea of how the two can work together to ensure that their clients' or their wishes are fulfilled, and their loved ones are protected.

There are no specific prerequisites for this course. However, a basic understanding of legal principles and financial concepts would be beneficial.

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Course Outline

- Insurance Planning
- Wealth Creation
- Wealth Accumulation
- Wealth Preservation
- Wealth Utilization
- Wealth Transfer
- Wealth Equalization
- Wealth Protection
- Wealth Enhancement
- Wealth Distribution
- Will Planning
- Fact Finding
- Techniques on Will Writing
- Principles of Legally Enforceable Assets
- Test your Knowledge





Advising High-Net-Worth (HNW) Business Owners and Insurance Planning

This course is designed as a case study-based programme, enabling participants to utilise their knowledge in executing integrated financial planning strategies to meet both personal and business goals. The curriculum will encompass topics to better understand the business and the business owner such as digital sales cycle, business and personal assets, buy-sell agreements, retirement planning for business owners, among others to help build the future the business owner envisions.



Target Audience

Financial advisers, wealth managers, or individuals seeking to deepen their expertise on the unique challenges and opportunities faced by HNW business owners. This course targets individuals who aim to provide comprehensive and tailored insurance solutions that align with the sophisticated needs and objectives of business owners. This course equips you with the knowledge and skills necessary to excel in advising HNW business owners on insurance solutions.



Course Outline

- Introduction to HNW Business Owners
- Sales Cycle
- Digital Skills
- Keyman Protection Planning
- Credit Protection Planning
- Deferred Compensation
- Business Succession Planning
- Retirement Planning
- Estate Planning
- Trust
- Will
- CPF Nominations
- Lasting Power of Attorney
- Advance Medical Directives
- Insurance Nominations
- Test your Knowledge



Trust Advisory, Family Office and Insurance Planning

This three-day course is designed as a case study-based programme to enable participants to apply the skills they learn to understand clients' needs through Trust Advisory and Family Office services. The curriculum covers areas including the client engagement cycle and digital prospecting for those needing Trust Advisory and Family Office and the process of determining their insurable interest when implementing Trusts and Family Office solutions. The participants will also acquire knowledge about governance, the roles of parties involved in family office operations and how to customize insurance solutions for family office setups.



Target Audience

Financial advisers, wealth managers, bankers seeking to deepen their expertise in the unique challenges and opportunities of Trust and family office advisory will benefit from this course. It is designed for individuals who aim to provide comprehensive and tailored insurance solutions that meet the complex needs and objectives of clients requiring Trust and Family Offices services. This course equips you with the knowledge and skills necessary to excel in advising clients through Trust and Family Offices services.



Course Outline

- Introduction to Trust Advisory and Family Office
- Understanding the Sales Cycle in Trust and Family Office
- Mastering Digital Skills for Prospecting in Trust and Family Office
- Wealth Creation and Wealth Distribution
- Understanding Trust as an Estate Planning Tool
- Understanding Family Office as an Estate Planning Tool
- Fact Finding in Trust and Family Office
- Trust Types
- Understanding Trust Setup
- Designing an Insurance Trust
- Trust & Insurance Planning
- Family Office and Insurance planning
- Governance Structures of the Family Unit
- Key Components of a Family Governance Framework
- Life insurance Solution tailored into Family Offices
- Test your Knowledge



Advanced Estate Planning Strategies for High-Net-Worth-Individuals (HNWI) And Business Owners

This course is a 100% case-study-based programme to expose participants to the diverse profiles of high-net-worth (HNW) clients. It enables participants to apply the knowledge learned in Series 1, 2 and 3, which is critical in developing estate planning strategies which address the complex needs and goals of HNW clients.

The practicum aims to integrate all the components learned in series 1, 2 and 3, ensuring participants can apply their advanced skills to tailor customise estate and wealth distribution solutions for their HNW clients.



Target Audience

Financial advisers, wealth managers, or individuals seeking to deepen their expertise in estate planning and wealth distribution solutions for their high-net-worth clients will find this course invaluable. It is designed for professionals who aspire to provide a superior advisory service to clients with diverse and complex needs.



Course Outline

This is a 100% case study-based session, allowing participants to integrate what they have learned in series 1, 2 and 3. The session will include the following strategies:

- HNW Business Owners: Strategies for seamless business succession.
- HNW Baby Boomers: Wealth distribution strategies to prevent disputes among family members.
- HNW Second Generations: Strategies to protect the personal and business interests of second-generation business owners.
- HNW Second Generations – Not Working: Corporate risk management and estate planning strategies for a multi-millionaire while addressing the needs of an unmotivated heir.
- HNW Married Individual with children that seldom visit: Estate Planning strategies to assist a CFO in preventing estranged children from inheriting her estate.
- HNW Living with Young Companion: Wealth protection strategies to protect a CEO from exploitation from her young boyfriend while preserving her wealth.



Programme Schedule



18 CPD hours (per course)

No.	Module	Dates and Time
1.	Advising High-Net-Worth (HNW) Business Owners and Insurance Planning	July Intake: 14 to 16 July 2025 (9:00 a.m. to 5:15 p.m.) November Intake: 17 to 19 November 2025 (9:00 a.m. to 5:15 p.m.)
2.	Trust Advisory, Family Office and Insurance Planning	August Intake: 11 to 13 August 2025 (9:00 a.m. to 5:15 p.m.) December Intake: 8 to 10 December 2025 (9:00 a.m. to 5:15 p.m.)
3.	Practical Techniques for Wills and Insurance Planning	15 to 17 September 2025 (9:00 a.m. to 5:15 p.m.)
4.	Advanced Estate Planning Strategies for High-Net-Worth-Individuals (HNWI) And Business Owners	22 to 24 October 2025 (9:00 a.m. to 5:30 p.m.)



Assessment

Pass Requirement
70%

Mode
On-site at the training venue

Practical Techniques for Wills and Insurance Planning
Advising High-Net-Worth (HNW) Business Owners and Insurance Planning
Trust Advisory, Family Office and Insurance Planning

Format
10 Multiple-choice Questions

Duration
15 minutes

Advanced Estate Planning Strategies for High-Net-Worth-Individuals (HNWI) And Business Owners

Format
1.15 Multiple-choice Questions
1. Individual Case Study Assignment

Duration
30 minutes
1 hour

Programme Fee

Module	Full Course Fee (incl. of 9% GST)	Net Fee payable to SCI	
		Singapore Citizens aged 40 years old and above (incl. of 9% GST and after 70% STS funding)	Singapore Citizens under 40 and Permanent Residents (incl. of 9% GST and after 50% STS funding)
Practical Techniques for Wills and Insurance Planning	S\$2,616.00	S\$936.00	S\$1,416.00
Advising High-Net-Worth (HNW) Business Owners and Insurance Planning	S\$2,616.00	S\$936.00	S\$1,416.00
Trust Advisory, Family Office, and Insurance Planning	S\$2,616.00	S\$936.00	S\$1,416.00
Advanced Estate Planning Strategies for High-Net-Worth-Individuals (HNWI) And Business Owners	S\$2,616.00	S\$936.00	S\$1,416.00

Note:

Candidates who do not pass the examination by the deadline set are required to pay back the funded amount of S\$1,680.00 or S\$1,200.00 depending on the funding quantum corresponding to the corresponding eligibility criteria.

SkillsFuture Credit

Each course is SkillsFuture Credit-eligible. For details, you may refer [here](#).



Completion Requirements

- Achieved at least 75% Attendance for the face-to-face classroom sessions.
- Scored at least 70% for all the assessments.
- Participants must attend all modules and pass all assessments to attain the qualification.

IBF-STS Funding Quantum

Training Courses	Commencing 1 January 2023	
Eligible Individuals ^[1]	Singapore Citizens and PRs	Singapore Citizens aged 40 years and above
Funding Amount for Direct Training Costs ^[2]	50% capped at S\$3,000 per participant per course	70% capped at S\$3,000 per participant per course

^[1] Individuals who (i) attend the course in the capacity of an instructor or facilitator, e.g. presenter / speaker / panelist, or (ii) civil servants are not eligible for IBF-STS funding.

^[2] Direct training cost would be based on the gross course fee charged by the external training provider or apportioned basic salaries of internal staff involved in developing and/ or delivering in-house courses. Qualifying expenses include training costs incurred for both executive and non-executive staff, as well as staff employed on a short-term basis (less than one year, inclusive of contract staff and interns). Apportioned basic salaries of full time in-house trainers involved in developing and/or delivering in-house courses will also be eligible for support.

Please refer to the [IBF website](#) for more details.

About IBF Certification

The courses address the following Technical Skills and Competencies (TSCs) and proficiency level.

Module	Technical Skills and Competencies (TSCs)	Proficiency Level
Practical Techniques for Wills and Insurance Planning	Legal drafting and Writing#	Level 4
Advising High-Net-Worth (HNW) Business Owners and Insurance Planning	Product Advisory	Level 4
Trust Advisory, Family Office and Insurance Planning	Wealth Planning Administration	Level 4
Advanced Estate Planning Strategies for High-Net-Worth-Individuals (HNWI) And Business Owners	Personal Finance Advisory#	Level 4

#They are not skills within the Financial Planner Skills map in the section on IBF certification.



Programme Registration

Participants, whether self-sponsored or company-sponsored, are required to sign a Clawback Contract electronically pertaining to Clawback Provision, Registration Policy, Rescheduling Policy and Refund Policy before the registration can be confirmed.

Release of Results and SMART Certificate(s)

Participants will receive their assessment results one working day after the examination date. Upon fulfilling the attendance requirements for the module, a Certificate of Attendance will be issued within 5 working days after the lecture.



Profile of Lecturer

Mr. Stephen is currently the Principal Consultant of Summit Planners Group of Companies, providing one stop integrated financial services to individuals and business owners. He obtained his ACCA in 1987 at the age of 21 and started lecturing in the Institute of Certified Public Accountants of Singapore in the same year. He has trained more than 30,000 Financial Practitioners on finance-related topics.

Stephen is the author of five books: "Taxation Relevant to Insurance Practitioner", "Estate Planning Relevant to Financial Advisors", "Planning for Business Owners and Professional" and two other books which were written to prepare students for professional accountancy examinations.

Stephen specializes in Corporate Risk Management and Estate Planning. On the area of Corporate Risk Management, Stephen has been involved in designing solutions for business owners to minimize risk, with a particular emphasis on risk avoidance, risk prevention and risk transfer.

In the area of Estate Planning, Stephen assists many individuals (both Muslim and non Muslim) to plan for their estates, particularly the provision of immediate expenses upon death, the preservation of estate, the enhancement of estate and most importantly the distribution of estate.

All lecturers are engaged on a part-time basis. SCI reserves the right to change the lecturer(s) and any other details. However, participants will be informed when these changes are made.

Lecturer-Participant ratio is 1:30 maximum for all PWS courses except for the Practical Techniques for Wills and Insurance Planning course. The ratio for Practical Techniques for Wills and Insurance Planning course is 1:40 maximum.

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Singapore College of Insurance

PEI Registration No.: 199408491M

Period of PEI Registration: 26-09-2023 to 25-09-2027

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 participants of such changes on a timely basis.