



# **User Guide**

## **Certificate in Actuarial Banking Practice**

**B200**

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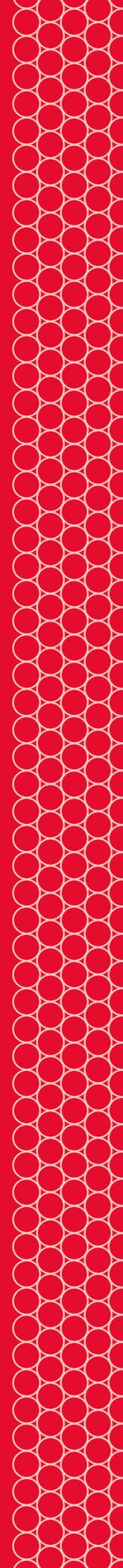
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*These conditions remain in force after you have finished using the course”.*

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## **User Guide**

## Welcome

The Actuarial Society of South Africa (ASSA) has led global efforts to prepare Actuaries for the varied roles that they can play in the development and management of the banking sector. ASSA first offered its flagship Banking Fellowship exam in 2015. After successfully administering 11 exam sessions, we are now making this subject available as a separate qualification to non-ASSA members. This is part of our efforts to ensure that we continue to add value to the global financial services industry and maintain the high level of professional and excellent service that Actuaries are well known for.

## Syllabus

A successful pass is required for the subject **B200: Actuarial Banking Practice** to obtain the **Certificate in Actuarial Banking Practice** from the Actuarial Society of South Africa (ASSA). To access the subject syllabus on the ASSA website, [click here](#).

## Admission Requirements

You will be granted automatic admission for the assessment of B200: Actuarial in Banking Practice if you are an Associate or Fellow member in good standing with a full member association of the International Actuarial Association (IAA). Mail your proof of pending registration together with your letter of good standing that confirms your designation of Associate or Fellow to [assaadmin@actuariesociety.org.za](mailto:assaadmin@actuariesociety.org.za). Alternatively, if you are still studying towards your actuarial qualification and wish to write the examination to attain the certification, you can submit a transcript of your academic record together with a motivational letter for consideration.

## Examination

The B200: Actuarial Banking Practice subject is a three-hour assessment with an additional 15-minutes permitted for reading time. The assessment is a closed book invigilated online assessment. Invigilation is done through proctoring.

Once you have registered for the examination you will receive instructions to prepare you operationally for your assessment.

Important dates for you to remember:

Assessment dates	Date	Time
Examination	21 May 2021	09h00-12h15 SAST
Mock examination	8 May 2021	09h00-12h15 SAST

You must register within the registration period provided.

Registration	Opens	Closes
Examination	15 February 2021	14 May 2021
Mock Examination	Currently open	30 April 2021
Tuition	Currently open	14 May 2021

If you have any special requirements for the examination, you must indicate this when you register. You will be required to upload supporting document in support of your special requirements.

## Fees

Fees will be charged in South African Rand (ZAR) and will be payable on registration by credit card. Please make sure that you have your card information available when transacting.

The fees for 2021 is listed below:

<b>B200: Actuarial Banking Practice</b>	<b>Fee in ZAR</b>
Examination	7,210
Tuition	
Real Time Tuition Support [including mock examination]	16,150
Online Marking Option [including mock examination]	6,560
Mock examination only	2,790
Study Material	
E-Book	1,120
Notes*	1,350
Combo Pack*	1,670

\*Courier fees for the distribution of notes and the combo packs will be for your account and will be charged in addition to the fees quoted above.

## Registration

You must register as a Non-Member first before you can register for the examination and / or tuition services including the mock examination. For instructions of how to apply for non-membership and to register for B200: Actuarial Banking Practice services, refer to [Annexure A](#).

## Study Material

You will need to purchase study material for B200: Actuarial Banking Practice. You will be required to login to your member profile and navigate to the SHOP. Start Shopping and make sure you select the correct study material.

## Tuition Options

ASSA offers tuition support through various channels. To read more about our Real Time Tuition Support or Online Marking option, refer to [Annexure B](#).

In addition to the tuition options, ASSA also offers a mock examination that is assessed in the same operational environment as your examination. Your mock examination will be marked, and you will be provided with feedback on your attempt in preparation of your examination. The mock examination can be taken as a stand-alone option to improve your chance of success outside of the tuition options referred to above.

## Certification

You will receive a certificate to confirm that you have completed the requirements to be awarded a Certificate in Actuarial Banking Practice (CABP) by the Actuarial Society of South Africa.

Note that this certificate is currently not accredited through mutual recognition between ASSA and IAA full member associations. The assessment is made available to Actuaries in their individual capacity who want to further their technical skills in the practice area of banking, with ASSA being the first actuarial association globally to assess the practice area of banking.

## Contact Us

Contact Cody Arnold or Jehaan Abrahams on [assaadmin@actuarialsociety.org.za](mailto:assaadmin@actuarialsociety.org.za) should you have questions or need support with your registration.

## Annexure A

### Non-member Registration

You must first register as a Non-member before you can register for any education or continuous professional development events. This is a two-step process that is detailed below also allowing you to deregister before the closing date of registration without incurring any penalties.

#### STEP-1: Create a Non-member Account

- Click [here](#) and then click on the “Join as Non-Member” button.
- Click “Create Account”
- Fill in all required details.
- Click “Apply”
- You will receive a confirmation email of your non-member registration.
- Follow applicable links in this communication.

#### STEP-2: Register for an event

Please follow the registration process as per below and ensure that you register (and deregister) within the period that registration is open. You will be required to make payment by credit card as part of the registration process. You will receive your confirmation of registration or pending registration where admission requirements apply immediately after you have registered. A tax invoice will be issued to you within 24-hours of registration.

1. Go to the Society home page at <http://www.actuarialsociety.org.za>
2. Click on “Member Log-in” at the top of the page and log into your member profile. Click on “Member Profile”.
3. In the bar at the top, click on “Registration” and select “New Registration”.
4. Select the “Regional centre” where you are based. For online attendance, the regional centre is “Virtual”.
5. Select the event that you want to register for including any tuition support offerings where you are registering for an examination and want additional support to improve your chance of success.
6. Click on “Register” on the right of the event you wish to register for.
7. Check that all details are correct and make sure that you note your special requirements if you have any. Update the “Your details” section under your membership profile to update any “Special requirements”.
8. Please note that where an event has admission requirements your registration will remain pending a confirmation of the entrance requirements being met.
9. You will be prompted to pay for the event by credit card so make sure you have this on hand.
10. Once your registration has been approved, you will receive an email confirming your registration or pending registration. A tax invoice will be e-mailed to you within 24-hours of your registration.

### STEP-3: Deregister.

You can deregister without any penalty during the period that registration is open. Refer to the [Member Refund Policy](#) for de-registrations after registration has closed.

To de-register within the registration period

1. Go to the Society home page at <http://www.actuarialsociety.org.za>
2. Click on "Member Log-in" at the top of the page and log into your member profile. Click on "Member Profile".
3. In the bar at the top click on "Registration" then select "Deregistration" and select the event you are registered for. Click "Deregister" and confirm the action.
4. You cannot de-register once the registration period has closed.

## Annexure B

### Tuition Support Options

The Actuarial Society of South Africa (ASSA) will be running **tuition support sessions** to help you prepare for the F2 series and B200 examinations. There are two different support offerings: **Real-time tuition support** and an **Online Marking Option**

#### Real Time Tuition Support

The presentation of this course will be based on the principles **of adult learning** where you need to take full responsibility for your learning. The Course Leaders will facilitate learning, but actual learning will depend on your own effort. The Course Leaders will cover key aspects of the course, but it is your responsibility to ensure that you cover the full syllabus requirements that includes wider reading.

#### The course structure includes the following:

- Between 20 and 25 hours of contact time which includes discussion of course content, current topics, past exam question review and discussion points.
- Marked assignments of around 300 marks in total with additional discussion questions discussed and self-marked.
- A mock exam and group feedback session.

The Course Leader is a senior fellow actuary and has both an academic background and is also a specialist in the field. The Course Leader will provide guidance on resources that should be consulted and may provide a schedule for knowledge preparation before the scheduled seminar.

#### Assignments:

The course will have assignments that students should attempt and submit for marking. Feedback will be given on your submitted assignments.

#### Mock Exam:

All mock exams will be written under exam conditions online and all examinations rules will apply. You are reminded to log in to your examination 30 minutes prior to the exam start time. You will receive reading time as allowed in the examination instructions. All candidates will receive feedback on their papers. The feedback will be done in a group and candidates will have the opportunity to ask questions.

#### Interactive web-based learning:

The course leader will make use of the ASSA Online learning platform which can be accessed at the following link: <http://assaed.actuarialsociety.org.za/>

The platform allows you to access the following:

- Lecture notes
- Additional reading

- Online discussion forums and chats
- Electronic interactive sessions

Successful completion of the course will include active participation in the course and interaction with the above online activities.

Once registration has closed, you will be given access to the ASSA online Learning Platform where you will receive all relevant information and assignment deadlines.

## Online Marking Option

It consists of 3 x 100-mark assignments based on past papers with marked feedback and a Mock Exam with marked feedback to improve the students approach in answering questions and exam technique leading up the examination.

Note that the marked option does not replace the tuition real-time support option currently offered but will be an additional resource you can utilise if you wish to not attend the real time sessions.

## Registration

All students who are interested in enrolling for any of the above tuition support offerings must please make use of the online registration facility.

Please note that your registration will remain pending a confirmation of the entrance requirements being met.

- A letter / certificate confirming your Associate or Fellow designation from the institution must be emailed to: [assaadmin@actuarialsociety.org.za](mailto:assaadmin@actuarialsociety.org.za) before registration closes.

### **PLEASE ENSURE THAT YOU HAVE REGISTERED FOR THE ACTUAL EXAM.**

The actual exam is not included in the tuition registration; you must enter yourself for the examination via your member profile. If you have not received a proof of registration or pending registration you have not been registered and ASSA cannot accommodate late registrations outside of the registration period.

Once registration has closed, you will be given access to the ASSA online Learning Platform where you will receive all relevant information and assignment deadlines.