

UCPD Certificate in Financial Management

Full Name :

Address :

Gender : Age :

Contact telephone :

Email :

Academic / professional credentials :

Current occupation :

To the Director – UCPD Certificate in Financial Management

I I/C No.
hereby apply to enroll for the UCPD Certificate in Financial Management for the session scheduled for I undertake to comply with all requirements of this course and the regulations for the award of Certificate in Financial Management.

I declare the above information is true and correct for this purpose.

Name : _____
Signature : _____

Date : _____

On further information please contact :

Kota Kinabalu Branch

UMS Link Centre for Professional Development,
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Alamesra Plaza Utama,
Sulaman Coastal Highway,
88400 Kota Kinabalu, Sabah
Tel: 088-487311 ext. 21
Fax: 088-487331
Email: plums@ums.edu.my
Website: <http://www.umslink.com.my>

Tawau Branch

UMS Link Holdings Sdn. Bhd,
Block E-6, TB15056, Lot 331/332, 1flr,
Bandar Sri Indah, Jalan Apas, Mile 10,
91000 Tawau, Sabah
Tel: 089-777905 Fax: 089-778905
Email: plumstwu@ums.edu.my

Sandakan Branch

Pusat Luar Universiti Malaysia Sabah
Cawangan Sandakan
Locked Bag No.63,
90723 Sandakan, Sabah
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Certificate in Financial Management

Financial Competency for Business Managers

Financial Management is a critical business area, for people in business whether you are entrepreneur or an executive a business. It is about making sense in business decisions, under the current business environment of ever rising costs a limited resources, and economy volatility, Managers with cost centre or profit centre responsibilities are now becoming responsible for managing their activities and processes with financial performance indicators. Many are being required to meet financial budgets and operating objectives.

When you well know why financial management is important, acquiring financial skills is the first step in applying the finance concepts relevant to business and operations at work.

*Financial skills are life long assets that empower
Personal effectiveness in business, career and investment decisions.
It is also sharpens business acumen and entrepreneurial skills*

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UCPD CERTIFICATE IN FINANCIAL MANAGEMENT

Main Objectives

This programme introduces and develops financial skills for every any commercial decision making by business executives. This is a structured study programme that leads to the Certificate in Financial Management (Cert FM) awarded by UMS Link Centre for Professional Development. The certificate confirms that the holder has basic financial management knowledge and possesses skills in applying financial concepts and tools in everyday business issues.

This is an adult learning programme with emphasis on skills development. Participants will demonstrate their acquisition of these financial skills during the course through a formal assessment comprising of assignments and a final examination of application ability before receiving the **UMS Link Centre for Professional Development Certificate in Financial Management.**

Key Benefits

Upon completion the participants should be able to :-

- Understand the financial statements and information from concepts to application in their day-to-day business work
- Translate cost and revenue relationships to effective cost control and pricing strategies
- Use financial analysis skills in assessing business performance and corporate values
- Use financial skills in preparing business plans and budgets in their business units
- Use financial skills as a business tool in measuring business viability and selecting investment opportunities
- Achieve confidence in making sound decisions using financial information
- Develop and improve business acumen and entrepreneur skills further.



Certificate in Financial Management - Content Outline

- 1) **Business financial statements**
 - a. Objectives and usefulness
 - b. The financial statements and information
 - c. Financial performance indicators
 - d. Creative accounting and its impact
- 2) **Managing costs and cost controls**
 - a. Organizational costs and profit impact
 - b. Cost information systems and control
- 3) **Working capital management**
 - a. Cost revenue relationships and decision making
 - b. Cost saving and productivity programmes
 - c. Working capital – definition and determination
 - d. Managing inventories
 - e. Managing trade receivables
 - f. Cash flow management and cash flow risks



- 4) **Business planning and budgeting**
 - a. Corporate objectives in planning
 - b. The corporate budgeting system
 - c. Performance variance management
- 5) **Working capital management**
 - a. Investment feasibility
 - b. Business risk analysis
 - c. Financial assessment of projects
- 6) **Corporate finance and the capital markets**
 - a. Capital and financing structures of corporations
 - b. Sources and instruments of financing
 - c. Valuations of business and corporate securities
 - d. Financial market operations

Course duration	: 8 full Saturdays 9.00 am to 4.30 pm (2 months)
Methodology	: Reading, assignments and 1 final examination
Fee	: RM3, 000.00 per fax
Mode of payment	: Cash, Credit card, LoU, Cheque, Maybank2u
Account details	: UMS LINK HOLDINGS SDN BHD Acc. No 510143046502 (Maybank)

Study Options

Participants can undertake this course of study by way of any of the following options:

- A. Direct enrolment at UMS Link Centre for Professional Development according to its schedule
- B. As an employer – sponsored in-company development programme