

The CFP programme is a postgraduate professional qualification equivalent to a Masters Degree. Is it aimed at producing high calibre professionals with the necessary technical skills and knowledge in Islamic finance, specifically in the areas of Islamic banking and Takaful.

The programme combines industry specialists and renowned scholars to provide you with a highly qualified teaching faculty to ensure a holistic blend of academic learning and financial industry practical experience. The teaching faculty will supplement candidates with topical reading materials throughout the course.

Divided into three parts, each part offers comprehensive courses that will strategically prepare candidates to build knowledge, skills, competencies and experience as they enter the Islamic financial services industry. Graduates will proceed to become members of an International professional body, the Association of Chartered Islamic Finance Professionals with all the consequent professional rewards and opportunities.

### Why CFP full-time?

#### A strategic location

Malaysia is one of the vibrant Islamic financial capital cities of the world. Various initiatives by the Malaysian Government further strengthen Malaysia's place as an international Islamic financial centre.

#### The only university dedicated to Islamic finance programme

INCEIF is dedicated to the study and learning of Islamic finance. We live and breathe Islamic finance. The pool of industry experts and researchers in Islamic finance is at INCEIF

#### Access to online and physical resources for learning

INCEIF is equipped with excellent facilities and resources, both physical and online via e-books and online journal subscriptions.

#### Learn how and why Islamic finance sustains business growth

Gain insights on how Islamic financial institutions manage to not only sustain but also grow their business in the midst of the global economic meltdown.

#### Discover innovative financing options that comply with Shariah or Islamic Law

Leading scholars and practitioners will discuss and shed light on which permissibility within the context of Shariah is discussed.

#### Opportunity for networking and practice-based learning

(full-time programme only)

Apart from attending regular classes and tutorials, students interact with industry experts during the regular industry talks where invited industry speakers give presentations on the practical aspect of Islamic finance, and enhance their practical understanding through regular dialogues, forums and discourses which become the base for Socratic learning.

#### Opportunity to see Islamic finance in Action

(full-time programme only)

Field visits to Islamic financial institutions, Securities Commission, Bank Negara Malaysia, Islamic Financial Services Board, Bursa Malaysia (Kuala Lumpur Stock Exchange) and other places of interest where some form of Islamic finance is practised enable the student to see for themselves Islamic finance in action. Malaysia as one of the premier Islamic financial hubs provides ample opportunities for students to see for themselves how Islamic finance is practised and regulated in Malaysia.

Chartered Islamic Finance Professional  
KPT/JPS (KN8254) 06/12

## Contact Us

For further information on the programmes available at INCEIF, please contact us at:

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Menara Tun Razak  
Jalan Raja Laut  
50350 Kuala Lumpur  
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E-mail : [info@inceif.org](mailto:info@inceif.org)  
Website : [www.inceif.org](http://www.inceif.org)

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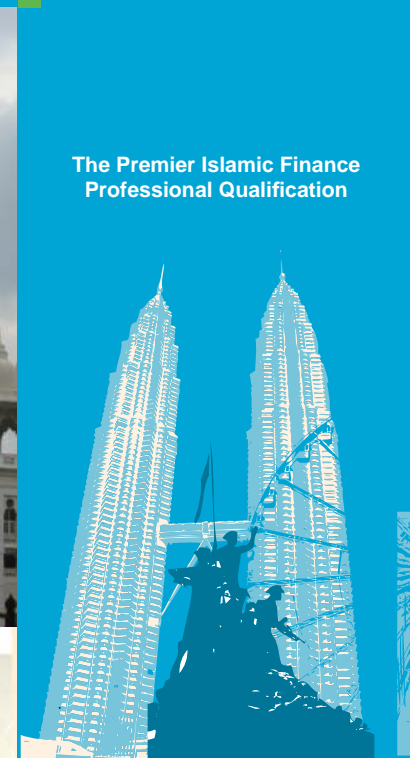
# INCEIF

*The Global University in Islamic Finance*

# CFP

CHARTERED ISLAMIC  
FINANCE PROFESSIONAL

The Premier Islamic Finance  
Professional Qualification



### The Courses (papers):

#### PART I : BUILDING KNOWLEDGE

Candidates will gain the necessary knowledge in Islamic finance, from theory to wealth planning and management. Assessments will be done through examinations, transaction-oriented assignments and/or project papers before candidates are conferred the Associate Member status.

#### The papers in Part I are:

SH 1002	Shariah Aspects of Business and Finance
SH 1003	Shariah Rules in Financial Transactions
IE 1001	Islamic Economics
IB 1006	Islamic Capital Market
TK 1003	Wealth Planning and Management
IE 1002	Reporting of Islamic Financial Transactions
IB 1005	Deposit & Financing Operations of Islamic Banks
IB 1004	Islamic Financial Institutions and Markets

#### PART II : BUILDING SKILLS

Part II will equip candidates with the required skills in handling operational issues and Islamic financial transactions such as structuring corporate financing and issuing Islamic securities. To be conferred the Proficient Member status, candidates need to pass examinations and undertake coursework assignments.

#### The papers in Part II are:

SH 2002	Shariah Issues in Modern Islamic Finance
IB 2001	Structuring Financial Requirements
IB 2002	Risk Management Of Islamic Financial Institutions
IB 2003	Managing Islamic Financial Institutions
IE 2001	Ethics and Governance
TK 2002	Takaful And Actuarial Practices

#### PART III : BUILDING COMPETENCY & EXPERIENCE

The final part involves an articleship programme in which various activities will be designed to provide candidates with practical experience in the Islamic financial services industry. These include mentor-mentee programme at pre-approved participating Islamic financial institutions. Candidates will have to undergo assessment processes such as solving problems, restructuring exercise, simulation and management games, product conversion exercise, Shariah and audit compliance and interviews. Successful completion of this part leads to the conferment of a Practising Member status to candidates.

## INTAKE

There are three intakes per year for the CIFP programme; in January, June and September.

## PROGRAMME MODES: FULL-TIME PROGRAMME

INCEIF's Chartered Islamic Finance Professional (CIFP) full-time programme is designed for those who want to fast track their professional qualification in Islamic finance. This 12-month programme covers Part I and Part II of the three-part CIFP programme. Part III, a six-month internship, shall be exempted for those with relevant industry background. For those without relevant industry background, the six-month internship in the Islamic financial services industry facilitated by INCEIF, shall provide the holistic learning experience to produce a well-rounded Islamic Finance professional. The Classes are conducted at INCEIF's modern and fully equipped premises in Kuala Lumpur and Petaling Jaya. Full-time students take 42 hours of contact classes per paper over 14 weeks. They are required to take a minimum of 4 papers (and a maximum of 6 ) in the January and September semesters (15 weeks) while they have to take at least one paper in the June semester of 7 weeks duration (maximum 2 papers). Full-time students are required to book in 80% attendance at the classes.

The tuition fee for the **full-time** programme is RM20,000 for both local and international candidates. Fees include tuition and course materials for the entire programme. The fee does not include or cover living expenses, which will vary according to your individual circumstances and lifestyle.

#### ONLINE PROGRAMME

Online students can register and sit for the examinations in Malaysia and in almost any country in the world. Once accepted, students register for the papers they wish to sit for the exams in the coming semester and pay the fees due. INCEIF will then send the course materials for the papers they are registered. In addition, students have the option of taking tutorial contact classes (total of 12 hours over 3 or 4 sessions) and a pre-examination seminar (PES) towards the end of the semester. The PES focuses on the coming examinations. Students can take the examinations in a number of capital cities of the world. All students, whether they opt for contact classes or not, have access to the student learning management system (LMS) where the course manuals and articles are stored. They can communicate with their tutors using the LMS on any aspect of their courses. They will also need to submit their assignments through the LMS.

Online students need to take a minimum of 2 papers in the long semesters of January and September, and a minimum of one paper in the short semester (June). The students have a maximum of three years to complete Part I.

## ENTRY REQUIREMENTS

There are three different entry qualifications:

- A Bachelors degree in any field or specialisation; or
- A Diploma in any field of study with 5 years of relevant working experience; or
- 'A LEVEL' holder OR EQUIVALENT (such as matriculation, etc.) who is at least 35 years old and have at least three years of relevant working experience

For any of the above entry qualifications, the candidate must produce evidence of his competency in English in the form of either the Test of English as Foreign Language (TOEFL) score of 550 or International English Language Testing System (IELTS) level 6. Exceptions from English Language competency can be given to those whose medium of study at entry level is ENGLISH.

Applications are considered based on academic merits and potential, as well as relevant professional experience.

## FINANCIAL AID

A limited number of scholarships, fee revisions and partial financial aid is available for qualified candidates. Students interested in this would have to apply separately. Academic track record is the key criterion. For details, please refer to [www.inceif.org](http://www.inceif.org).

The fee structure for **online** students are as follows:

- Total fees to complete CIFP Programme (excluding optional fees) – RM8,050 (Malaysians) or USD3,000 (International)
- Total fees to complete CIFP Programme (with optional fees) – RM19,250 (Malaysians) or USD6,850 (International)

Type of Fees	MALAYSIAN CANDIDATE (RM) INTERNATIONAL CANDIDATE (USD)		
	PART 1	PART 2	PART 3
Registration Fee for each Part (per paper)	100.00/50.00	200.00/80.00	400.00/140.00
Examination Fee (per Paper)	400.00/140.00	400.00/140.00	
Exemption Fee - per Paper Processing for evaluation Exemption upon approval	50.00/20.00 200.00/100.00	50.00/20.00 200.00/100.00	
Tutorials - per Paper (optional)	300.00/105.00	300.00/105.00	
Pre-Examination Seminar - per Paper (optional)	500.00/170.00	500.00/170.00	
Processing Fee for Application (once only)		50.00 / 20.00	

## APPLICATION

Application for admission into the CIFP programme may be made at any time during the year. There is no closing date for submission of application. However, the INCEIF academic terms commence in January, June and September each year. Examinations are normally held at the end of each term in May, July and December respectively. You must apply online at [www.inceif.org](http://www.inceif.org).

Completed application forms should be accompanied by scanned certified copies of the following documents:

- A passport-sized photograph, preferably digital
- A scanned certified copy of your academic transcripts and certificate of graduation
- Your national registration card or international passport/social security card

Please provide an official English translation if the certificates and academic transcripts are not in English. If you are a recent graduate and your official transcript is not yet available, please provide a certified copy of all the relevant examination results.

Preferably you should attach the supporting documents in a PDF format. Alternatively, you can send the certified documents through courier or post to:

Admission and Student Affairs Department  
INCEIF, 2nd Floor, Annexe Block, Menara Tun Razak, Jalan Raja Laut, 50350 Kuala Lumpur, MALAYSIA

Telephone : +603 2781 4000 Facsimile : +603 2692 4094

For further information on the programme, please contact our CIFP Programme Officer, Ms Adzriana Abdul Aziz at 603-27814015 or [adzriana@inceif.org](mailto:adzriana@inceif.org)