



STEP Certificate & Diploma in International Trust Management

SINGAPORE

Diploma 1: Trust Creation: Law & Practice

Diploma 2: Company Law & Practice

Diploma 3: Trust Administration & Accounts

Diploma 4: Trustee Investment & Financial Appraisal

- The Certificate is open-entry. To satisfy the entry criteria for the Diploma, applicants must have obtained 60 Entry Level credits. The Certificate counts as 30 Entry Level credits and the remaining 30 Entry Level credits can be obtained by accreditation of either certificated or experiential prior learning. See <http://www.cltint.com/stepentrylevel> for more information.
- The courses are organised in phases, with each beginning with a Certificate and ending with the Diploma 4 paper. If you decide to follow a phase through, the programme will take approximately two and a half years to complete (two years without the Certificate).
- There is, however, no requirement to follow a phase through or to take the courses in the order they appear on the timetable. If a different order would suit you better or you would like to complete the programme more quickly, you can construct your own timetable by taking courses from different phases or in a different order.
- Resit exams should be booked a minimum of 6 weeks in advance. Re-sit booking forms are available from the online learning platform.
- The STEP Certificate and Diploma in International Trust Management is recognised under the Financial Training Scheme (FTS) and is eligible for FTS claims subject to all eligibility criteria being met. The FTS is available to eligible entities based on the prevalent funding eligibility, quantum and caps. FTS claims may only be made for recognised programmes within the specified validity period. Please refer to www.ibf.org.sg for more information.
- Please ensure that enrolment forms are sent on or before the course start date to allow for maximum study time

Courses	Course Start Date (Deadline for enrolments)	Open Evening*	Face-to-Face Course (not applicable for resit exam)	Examination/Resit Date (The resit dates below are applicable to the Certificate and all four Diploma papers)
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Phase 20

Certificate	25 August 2017	1 August 2017	26 Feb – 1 March 2018	2 March 2018
Diploma 1	20 April 2018	N/A	27 – 30 August	31 August 2018
Diploma 2	19 October 2018	N/A	18 - 21 February 2019	22 February 2019
Diploma 3	19 April 2019	N/A	19 – 22 August 2019	23 August 2019
Diploma 4	11 October 2019	N/A	17 – 20 February 2020	21 February 2020

Phase 21

Certificate	15 June 2018	22 May 2018	19 – 22 November 2018	23 November 2018
Diploma 1	25 January 2019	N/A	13 – 16 May 2019	17 May 2019
Diploma 2	12 July 2019	N/A	11 – 14 November 2019	15 November 2019
Diploma 3	10 January 2020	N/A	11 - 14 May 2020	15 May 2020
Diploma 4	10 July 2020	N/A	9 – 12 November 2020	13 November 2020

Phase 22

Certificate	25 January 2019	N/A	29 July- 1 August 2019	2 August 2019
Diploma 1	27 September 2019	N/A	3 – 6 February 2020	7 February 2020
Diploma 2	27 March 2020	N/A	3 – 6 August 2020	7 August 2020
Diploma 3	25 September 2020	N/A	25 – 28 January 2021	29 January 2021
Diploma 4	2 April 2021	N/A	9 – 12 August 2021	13 August 2021

Phase 23

Certificate	29 November 2019	7 November 2019	20 - 23 April 2020	24 April 2020
Diploma 1	19 June 2020	N/A	19 – 22 October 2020	23 October 2020
Diploma 2	18 December 2020	N/A	19 – 22 April 2021	23 April 2021
Diploma 3	18 June 2021	N/A	18 – 21 October 2021	22 October 2021
Diploma 4	17 December 2021	N/A	25 – 28 April 2022	29 April 2022

Phase 24

Certificate	10 July 2020	TBC	11 – 14 January 2021	15 January 2021
Diploma 1	12 March 2021	N/A	19 – 22 July 2021	23 July 2021
Diploma 2	17 September 2021	N/A	24 – 27 January 2022	28 January 2022
Diploma 3	25 March 2022	N/A	25 – 28 July 2022	29 July 2022
Diploma 4	23 September 2022	N/A	23 – 26 January 2023	27 January 2023

*Subject to sufficient registrations.