



STEP Certificate & Diploma in International Trust Management

GUERNSEY

Diploma 1: Trust Creation: Law & Practice

Diploma 2: Company Law & Practice

Diploma 3: Trust Administration & Accounts

Diploma 4: Trustee Investment & Financial Appraisal

Notes:

- 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.
- 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 21

Certificate (a full)	30 March 2018	21 February 2018	24 - 27 September 2018 (full)	28 September 2018 (full)
Certificate b	30 March 2018	21 February 2018	1 – 4 October 2018	5 October 2018
Diploma 1	16 November 2018	N/A	25 – 28 February 2019	1 March 2019
Diploma 2	3 May 2019	N/A	2 – 5 September 2019	6 September 2019
Diploma 3	1 November 2019	N/A	9 – 12 March 2020	13 March 2020
Diploma 4	1 May 2020	N/A	24 - 27 August 2020	28 August 2020

Phase 22

Certificate	14 December 2018	28 November 2018	13 – 16 May 2019	17 May 2019
Diploma 1	12 July 2019	N/A	25 – 28 November 2019	29 November 2019
Diploma 2	17 January 2020	N/A	27 – 30 April 2020	1 May 2020
Diploma 3	10 July 2020	N/A	23 – 26 November 2020	27 November 2020
Diploma 4	15 January 2021	N/A	10 – 13 May 2021	14 May 2021

Phase 23

Certificate	21 June 2019	6 June 2019	11 – 14 November 2019	15 November 2019
Diploma 1	17 January 2020	N/A	1 – 4 June 2020	5 June 2020
Diploma 2	17 July 2020	N/A	16 – 19 November 2020	20 November 2020
Diploma 3	15 January 2021	N/A	10 – 13 May 2021	14 May 2021
Diploma 4	16 July 2021	N/A	8 – 11 November 2021	12 November 2021

Phase 24

Certificate	13 December 2019	28 November 2019	8 – 11 June 2020	12 June 2020
Diploma 1	31 July 2020	N/A	7 – 10 December 2020	11 December 2020
Diploma 2	5 February 2021	N/A	7 – 10 June 2021	11 June 2021
Diploma 3	6 August 2021	N/A	13 – 16 December 2021	17 December 2021
Diploma 4	11 February 2022	N/A	13 – 16 June 2022	17 June 2022

Phase 25

Certificate	17 July 2020	2 July 2020	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	30 January – 2 February 2023	3 February 2023

*Subject to sufficient registrations.