



Agence de Transfert
de Technologie Financière,
Luxembourg
Société anonyme

Financial Technology
Transfer Agency,
Luxembourg
Stock company

Ref: JT/SL/2010.100

A unique opportunity to get breadth of knowledge and understanding of financial markets in a short time and to be granted the FMFC Certificate accredited both by ICMA and the University of Reading!

Dear Sir or Madam,

If you are a job starter in one of the wide range of functions and areas of financial markets and actively seeking to:

1. Pursue careers in the front office, middle office and operations area;
2. Develop practical knowledge and skills of each area;

Then this is the programme for you.

The programme will cover two broad subject areas with a final case study to consolidate the learning: **Overview of Financial Markets and Participants**: explore the nature of savings and flow of funds in an economy and the principle participants and their motivations: **the Main Financial Securities**: the focus here is on the understanding of the principle asset classes and basic valuation models.

The seminar will be held in Luxembourg **from 24 to 29 September 2010** (arrival date: Thursday 23rd September 2010, departure date: Thursday 30th September 2010) and will be organised as follow:

- A preparation session on Friday 24th and Saturday 25th September
- A main session from Monday 27th to Wednesday 29th September morning
- Exam on Wednesday afternoon

Successful candidates will be granted the FMFC Certificate. You will find herewith the relevant organisation sheet, content and application form.

The Luxembourg Ministry of Finance will support this multinational seminar "**Financial Markets Foundation Course**" in Luxembourg for 15 participants from various ATTF partner countries.

This programme is open to **15 participants** coming from the following invited countries will be selected to attend this seminar: Azerbaijan, Bosnia and Herzegovina, Bulgaria, China, Croatia, Cyprus, Czech Republic, Egypt, El Salvador, Estonia, Georgia, Hungary, Kazakhstan, Kosovo, Latvia, Lebanon, Lithuania, Macedonia, Malta, Moldova, Mongolia, Montenegro, Poland, Romania, Russia, Serbia, Slovakia, Slovenia, Tunisia, Turkey and Ukraine.

The selection of the participants will be made by IFBL experts and ATTF according to the relevance of applicants' profile. The applicants should include **both central and commercial bankers**. The participants should be able to assimilate a **compact programme within a condensed period** and to have a **good knowledge of English**

59, boulevard Royal • L-2449 Luxembourg • Adresse postale: B.P. 13 • L-2010 Luxembourg
Téléphone: +352 26 86 73-1 • Fax: +352 26 86 73 699 • www.attf.lu • E-mail: contact@attf.lu

R.C. Luxembourg: B72054 • TVA: 1999 2225 923 • TVA IBL: LU 18 1338-45
Banque: BCEELULL • Compte: IBAN LU29 0019 0038 5235 9000



as the whole seminar will be held in English with no translation as the experts will use a technical wording
Geographical location will not be a selection criterion - there may be no participant from one country but several from another.

ATTF is asking for a contribution for the participation in this multinational seminar. This contribution amounts to 90 € excl. VAT per participant per working day (5 x 90 € = 450€ + 3% VAT) and will have to be paid at the **latest by 31st August**. There will be no refund in case of cancellation.

The Luxembourg Ministry of Finance will cover the enrolment fees (training programme, documentation), the accommodation (nights and breakfasts during the whole stay, lunches during the seminar week and on the examination day) and the transportation within the framework of the programme (from and to the airport).

The participants will have to pay their flight tickets / lunches and dinners on arrival day and the week-end, dinners during the stay / telephone, internet, pay-TV, additional services in the hotel / the transportation for their personal needs.

The **Financial Technology Transfer Agency** (ATTF – www.attf.lu) has been mandated by the Luxembourg Ministry of Finance to take care of the participation of the 15 selected participants in this Programme, organised by the **Institute for Training in Banking, Luxembourg** (IFBL – www.ifbl.lu), the **Capital Market Association** (ICMA – <http://www.icmacentre.ac.uk>) and the University of Reading (England).

The persons interested in this programme are kindly requested to fill in the attached application form and send it back to **ATTF official contact in their country** (through which they received the present invitation) **by 23rd July 2010**.

This seminar will be a unique opportunity for the participants to meet, exchange views and experience among themselves and with colleagues from Luxembourg-based banks. And for those who will get the FMFC Certificate accredited by both ICMA and the University of Reading, it will no doubt be a fantastic asset for their future career!

If you need any further information on the programme, please do not hesitate to get in touch with us.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'S. Launay', written over a printed name.

Sophie LAUNAY
Programmes Coordinator

A large, stylized handwritten signature in black ink, written over a printed name.

Josée THYES
Director Administration & National Programmes

Appendices:

- Organisation sheet & content
- ATF application form