



# INNOVATIVE MANAGEMENT & PROFESSIONAL TRAINING

## ICSA Foundation Program

(from the Institute of Chartered Secretaries & Administrators)

**Starts Week of September 16, 2019**  
**(A 30-week Program)**

### TRAINING SCHEDULE

Program Overview	Time	Cost Per Course
<p><b>The Foundation Programme covers the following subjects:</b></p> <p><b>Business environment</b> – how businesses are organised and run and how the external environment affects business activities</p> <p><b>Law</b> – an introduction to corporate and business (commercial) law and the legal framework within which businesses operate</p> <p><b>Company compliance and administration</b> – introducing legal, ownership and management structures for companies, how companies are incorporated and routine company compliance and governance obligations</p> <p><b>Finance</b> – the basics of bookkeeping and how to understand the components of financial documentation as well as the principles of financial decision making.</p>	<p>Thurs @ 5:30 – 7:30 pm</p>	<p>\$1,500</p>
<p>Self-sponsored students <b>Save 5%</b> when you register and prepay a \$300 non-refundable deposit for your course by July 5, 2019!! Students who pay in full by July 5<sup>th</sup> will <b>Save 10%</b>.</p>		

NOTE: IMPT reserves the right to cancel any class for which the minimum number of students is not registered.

*External Exams for IFA Foundation Program will be held on June 3, 2020. (We recommend that you register with the ICSA for your exams by **March 20, 2020!!**)*

**\*ICSA Registration Fee (includes exam fees & Textbooks for all Courses)**

ICSA Foundation Program (1 exam only)

£479

**ABSOLUTELY NO LATE ENTRIES ARE ACCEPTED BY THE ICSA!!**



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