



QUALIFICATION: Postgraduate Diploma in Financial Planning (SAQA ID 76943, NQF LEVEL 8)
MODE OF DELIVERY: DISTANCE LEARNING ONLINE

DESCRIPTION AND PROGRAMME PURPOSE

The purpose of this qualification is to equip students with the expert knowledge and professional skills required by practitioners in the financial planning industry. Students will be competent to provide financial planning services to a range of individual and corporate clients. Milpark Education's Postgraduate Diploma in Financial Planning addresses the educational requirements for the designation of Certified Financial Planner®, awarded by The Financial Planning Institute of Southern Africa (FPI). This designation, which is internationally recognised, is the highest designation for financial planners in South Africa. On completion of the Milpark Postgraduate Diploma in Financial Planning, students will gain access to the FPI Capstone Course for the CFP® Certification.

The Postgraduate Diploma in Financial Planning appears on the Financial Sector Conduct Authority's (FSCA) list of recognised qualifications for FAIS Fit and Proper purposes.

WHO SHOULD ENROL

The programme would be suitable for persons who want to become expert financial planning practitioners in order to provide professional financial planning services to a range of individual and corporate clients.

PROGRAMME OUTCOMES

Successful completion of this qualification should enable the student to:

- Apply financial planning expertise and knowledge in financial planning for the benefit of clients and society.
- Establish a planner/client relationship by explaining concepts and services and client responsibilities – all within the parameters of professional conduct.
- Assess a client profile, obtain documented personal information and determine the current financial status of a client.
- Determine the financial goals (capital, risk and investment needs) of a client.
- Present a plan to a client for approval and agreement.
- Implement, manage and monitor such plan within the ethical constraints of the profession, testing effectiveness and recommending change where necessary.

PROGRAMME STRUCTURE

Module name		Compulsory/Elective	Credits
Induction to Financial Planning INDFP1-8		Compulsory	None
Financial Planning Environment PGFPEN-8		Compulsory	20
Personal Financial Planning	Risk and Estate Planning PFPRES-8	Compulsory	20
	Retirement Planning PFPREP-8	Compulsory	20
	Investment Planning PFPINP-8	Compulsory	20
Corporate Financial Planning PGCFPL-8		Compulsory	20
Case Study PGCSTU-8		Compulsory	20
TOTAL			120

MODULE DESCRIPTIONS*

* Modules are shown in alphabetical order. Please see RULES OF PROGRESSION for the recommended order of study.

Case Study PGCSTU-8

The Case Study module is used to integrate the knowledge of all the other modules in order to enable students to prepare a comprehensive financial plan for a client. Students are also expected to apply knowledge of current affairs (such as the current economic climate) to advise clients of its impact on financial planning.

Corporate Financial Planning PGCFPL-8

This module focuses on Employee Benefits and Business Assurance. Students will be expected to draft a comprehensive financial plan for a corporate client.

Financial Planning Environment PGFPEN-8

This module provides a broad, yet detailed introduction to the field of financial planning. It covers income tax in detail. The legislation that impacts on the regulatory environment is also covered extensively.

Induction to Financial Planning INDFP1-8

This module provides students with an introduction to the qualification and the online method of delivery. The main focus of the content will be on the financial calculations required on this level and a review of personal income tax principles. Students will also be introduced to the available financial planning products. This module is non-credit bearing.

Investment Planning PFPINP-8

This module aims to enable students to appropriately advise clients regarding their investment needs. It incorporates an in-depth knowledge of the structure, nature, tax consequences, features and benefits of various products that are designed to address clients' investment needs by analysing a client's current investment portfolio and future investment needs.

Retirement Planning PFPREP-8

This module is aimed at providing students with the required knowledge to conduct a capital needs analysis for a client before or at retirement stage and to provide comprehensive advice to address the capital shortfall, or alternatively, to be able to consider the structure and tax implications of different retirement funds on the client's situation at retirement stage.

Risk and Estate Planning PFPRES-8

In this module, the student will be provided with an in-depth knowledge of the structure, nature, tax consequences, features and benefits of various products available to address risk needs. Students will learn to conduct a capital needs analysis to provide comprehensive advice to clients in order to address their risk needs. In addition, this module focuses on the impact of the different marital regimes on the capacity and estate of a person, testate and intestate succession, limited rights that can be created, trusts and formalities for a valid Will to enable students to provide advice to individuals on financial needs based on an analysis of their situation.

ADMISSION REQUIREMENTS

The minimum admission requirement for the Postgraduate Diploma in Financial Planning is an appropriate Bachelor's degree at NQF level 6 (old) or 7 (new) or equivalent.

A pass in Matric mathematics on higher grade or a C symbol on standard grade or equivalent is also required. Relevant post-matric studies which demonstrate familiarity with the mathematical abilities required will be considered.

Applicants are requested to submit a detailed curriculum vitae displaying details of employment for the previous ten years, which will be used as part of the curriculum planning process. Applicants without extensive experience in financial planning will be required to complete the qualification over a minimum period of two years.

In line with our admission policy, applicants with insufficient/no/outdated tax knowledge may be admitted on condition that they successfully complete the *Induction to Financial Planning INDFP1-8* and the *Financial Planning Environment PGFPEN-8* modules, in this order, before being allowed to register for further modules.

Recognition of Prior Learning (RPL) applications

Milpark admits a small number of students onto its programme via Recognition of Prior Learning (RPL). Entry via RPL is possible upon application to the Head of the School, but numbers are limited by legislation. Applicants with relevant work experience and an NQF level 5 qualification in financial planning or wealth management **as well as** an NQF level 6 qualification in financial planning are encouraged to apply via this route. Academic performance on these qualifications will be a consideration and full academic transcripts are to be provided. A minimum average of 60% on the NQF level 6 qualification is strongly advised.

In addition, full details of employment and a detailed curriculum vitae are required, and relevant experience as a financial adviser/planner will be a decisive consideration.

In line with our admission policy, applicants who receive conditional admission via the RPL admission process, will be expected to successfully complete the *Induction to Financial Planning INDFP1-8* and the *Financial Planning Environment PGFPEN-8* modules, in this order, before they receive full admission to the qualification.

Other certificates

An applicant who has a certificate other than a South African National Senior Certificate and any international bachelor's degree and wishes to enrol for a Postgraduate qualification, must obtain a SAQA certificate of equivalence (www.saga.org.za).

MODE OF DELIVERY

The following mode is available for this specific programme: Distance learning online (DLO).

STUDENT SUPPORT

Library access

The Milpark Library provides access to e-books in a virtual library called Cyberlibris (Scholartext). Students can create their own personal smart bookshelves containing resources for their studies. Having access to a digital library means that thousands of students can access books and resources from anywhere at the same time online. There is no need to make reservations and requests, and no limit on the time a student has to access a book. With the implementation of Cyberlibris, students also have access to full-text resources via ProQuest (global), Emerald (global), Ebsco (global) and Sabinet (South African publications) to assist with research and to enrich their learning experience. Access to the Library is included in the module fee.

Tutor

Comprehensive student support services are available. Students are provided with administrative support by Student Services. To assist with understanding content, students have access to dedicated online lecturers whom they can contact individually. Students who experience study and/or personal problems have access to a student counsellor. All support services are available to registered students via *myMilpark (myCourses)*.

RULES OF PROGRESSION

All modules are compulsory and students will be advised of their proposed study plan on admission, as individual curriculum planning is conducted.

Students need to complete *Induction to Financial Planning INDFP1-8* before being allowed to register for any additional modules. Students who have not completed Taxation on at least an NQF level 6 will be expected to successfully complete *Financial Planning Environment PGFPEN-8* before registering for any additional modules. Students are advised to complete *Investment Planning PFPINP-8* as one of their last modules before attempting *Case Study PGCSTU-8*. *Retirement Planning PFPREP-8* is a prerequisite for *Investment Planning PFPINP-8*. *Case Study PGCSTU-8* may not be attempted unless all the other modules have been passed.

Students can only register for one module per exam sitting. For the 2025 academic year, an exam sitting will be available every nine or ten weeks, depending on the module. The exam sitting for the *Case Study* module will be available within 12 weeks of the start of the module.

ASSESSMENT

Formative assessment contributes 40% towards the student's final mark.

All modules have weekly compulsory assignments and compulsory online tests as formative assessment. *Financial Planning Environment PGFPEN-8* and *Case Study PGCSTU-8* have an online assessment, which students are expected to complete on a predetermined date and within a set time limit. This test is scheduled during business hours.

Students will complete a final, summative assessment at the end of each cycle, which contributes 60% towards the final mark. Students need to obtain a sub-minimum mark of 40% in the final, summative assessment and an overall mark of 50% in order to pass the module. Supplementary examinations are available to qualifying students.

DURATION

Students have a maximum of three years to complete the qualification. Please note that the Head of the Department will prescribe a study programme for the completion of the qualification. Students who are not able to study during a particular year are encouraged to inform Milpark of their circumstances.

CERTIFICATION

On successful completion of the qualification, the student will receive a Postgraduate Diploma in Financial Planning, NQF Level 8 (credits: 120). The Postgraduate Diploma in Financial Planning is accredited by the Higher Education Quality Committee of the Council on Higher Education (CHE).

FURTHER STUDIES

Milpark Education is committed to the process of lifelong learning and opening access to higher education. The programme is at NQF level 8 and it will provide for articulation options into NQF level 9 programmes.

A student who has completed certain modules on this qualification at Milpark Education and who wishes to transfer to another tertiary-level institution should be able to apply for exemption from relevant modules on the basis of the modules that have been passed at Milpark Education. Articulation to Milpark's Master of Business Administration (MBA) is possible.

PRICING

All module fees include one round of formative and summative assessments (excluding supplementary examinations). Module fees do not include the cost of prescribed textbooks, which will be for your own account.

The prescribed book list will be available on *myMilpark* on registration. Study guides will be provided in electronic and print format at no extra cost.

DISCLAIMER

The content of this brochure is accurate at the time of going to print. Milpark Education reserves the right to change the programme content due to changes in legislation, market requirements and other reasons. Notice of such changes will be published on our website.



**MODE OF DELIVERY: DISTANCE LEARNING – ONLINE
POSTGRADUATE DIPLOMA IN FINANCIAL PLANNING**

Milpark Education offers a selection of its higher education qualifications via distance education, in an online format. The focus of this approach is high-engagement learning in a flexible, accessible format.

What are the benefits of online learning?

First and foremost, this option guarantees a high level of individualised student support. You will have an online lecturer who will lead the discussions. You will receive individualised feedback on your contributions, and you can interact with your fellow students.

The focus of this model is high engagement with structured, asynchronous learning. The model is designed for students to complete one module at a time over a period of nine or ten weeks, depending on the module. This gives you the opportunity to focus all your efforts in one subject area in order to achieve success. With continuous lecturer feedback and support, you will be able to identify problems in time to take corrective action before the final summative examination.

Milpark offers five module cycles per year and you will be able to plan your qualification journey around these cycles. The minimum duration for the qualification is 18 months. Our dedicated Programme Manager will be available to advise you on the best possible learning path. We believe that this focused approach will enable you to achieve success in the most efficient manner, given your work and life commitments.

Who should consider this option?

This mode of delivery makes it possible for students to obtain a qualification from wherever they live or work, anywhere in the world. Students who are interested in high-quality tuition, but who need flexibility in how and when they interact with fellow students, the lecturer and the institution, will find this option very attractive.

What to expect from Milpark

Milpark offers a high-quality learning experience designed to enable you to achieve a qualification that is relevant to the contemporary world.

Student support has been maximised in order to deliver a learning experience that is optimised in every way. Your accredited online lecturer will answer all your questions within 24 to 48 hours (working hours). You will also be able to learn from your fellow students through their contributions to discussions.

Formative assessments will be due by 12 midnight on Monday nights, after which you will generally receive your marks and individualised feedback online no later than Monday of the next week – in time to inform your next formative assignment. The final formative assessment consists of a 50-mark assignment and feedback will be provided no later than the Monday preceding the exam.

Milpark will also offer live sessions to supplement your learning. These sessions will be presented by a lecturer or industry expert. You can join the session from the convenience of your office or home. In addition, all sessions will be recorded, technology permitting.

Milpark study guides will all be available online. In addition, you will be required to acquire textbooks. Additional study material in the form of videos and articles, for example, will all be available online.

Our dedicated Programme Manager is only an email away to assist you with any academic query or concern.

What Milpark expects from you

A stable internet connection is required to give you access to study material, assignments and discussions. The Milpark *myCourses* site can also be accessed via mobile devices.

Given the fact that you will be focusing on one module at a time, we need you to follow the study plan very closely for the tuition period. The tuition methodology was designed to assist you to achieve success, but it needs focus and dedication. It would require you to do your bit every week and therefore we recommend that you allocate dedicated study hours in your weekly schedule in a manner that fits your life.

Your chance for success on this model is improved if you engage with the online lecturer on the discussion forum. You will learn from the contributions of fellow students who will in turn expect to benefit from your experience.

How will I be assessed?

Formative assessment consists of online tests and assignments (uploaded and marked online). While all these assessments contribute to your overall formative mark, only the assignments are required for examination entrance.

Summative assessment consists of online proctored examinations. For online proctored exams, students will be expected to meet the minimum system (IT) requirements. In limited instances, supplementary examinations also become available.

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