

LIBF Level 3 International Banking & Finance Certificate - Foundation (IBCF)

Qualification Specification



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Purpose of the qualification

Why study the International Banking & Finance Certificate - Foundation (IBCF)?

The Level 3 International Banking & Finance Certificate – Foundation (IBCF) has been designed to develop and enhance your knowledge and understanding of banking and finance, and to equip you with the skills required of the modern banker.

This course takes an international perspective, looking at typical banking and finance products, services and processes.

As you progress through the qualification, you will have the ability and opportunity to apply the knowledge gained across a range of banking functions. This will allow you to develop both personally and professionally.

This qualification has been developed for customer-facing staff and will equip you with essential knowledge of the financial services environment, regulatory requirements, banking products and services.

Objective

To provide those new to banking services roles in international financial centres with a foundation level knowledge of the banking sector, the roles within a banking or financial organisation, and banking products and services.

Key content areas

- Role and function of banks in the economy, and the financial infrastructure.
- Different types of financial institutions.
- Basic financial calculations (averages, probability, interest).
- Bank balance sheets, and profit and loss.
- Key financial risks.
- Compliance.
- Key product offering in personal and corporate banking.
- Fintech and digital disruption.
- Principles of providing credit.

Qualification learning outcomes

On completing this qualification you will:

LO	Detail
LO1	Understand the role and functions of banks.
LO2	Apply financial calculations including present (PV) and future value (FV).
LO3	Interpret a bank's Balance Sheet and Profit and Loss.
LO4	Identify the key risk types facing banks, why, and how banks are regulated and the importance of capital.
LO5	Interpret basic compliance issues.
LO6	Evaluate key products offered by banks.
LO7	Assess the principles of credit applications.

Key skills developed

The qualification will encourage you to:

- Understand the financial eco-system and its components.
- Understand financial concepts and terminology.
- Consider the financial services and solutions offered by a bank and begin to formulate opinions as to the suitability of a solution to specific customer situations.
- Demonstrate numeracy skills, including the ability to analyse financial reports, understand credit risk and calculate the cash flows associated with financial products.

Entry requirements

Whilst there are no formal entry requirements it is strongly recommend that you have previously successfully studied at this level. You also need to be satisfied of your ability to study and sit a formal assessment in English and be confident in your ability to study the mathematical elements of this course.

Recognition of prior learning

In line with The London Institute of Banking & Finance regulations, as IBCF is a single unit qualification, recognition of prior learning does not apply.

Progression and preparation for further study

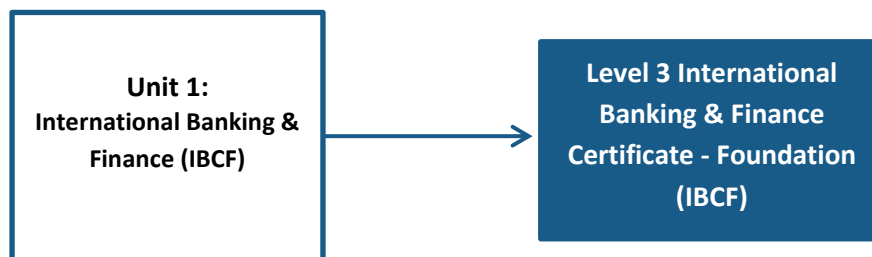
When you have successfully completed the Level 3 International Banking & Finance Certificate – Foundation (IBCF), there are opportunities for further study with The London Institute of Banking & Finance. The Level 4 International Banking & Finance Certificate – Intermediate (IBCI) has been designed to progress from IBCF, please refer to the [course page](#) for more detail. In addition, our [Professional Qualifications](#) cover a wide range of topics and areas including retail and corporate banking, trade finance, and other specialist qualifications.

Preparation for employment / professional development

This qualification has been designed for new entrants within retail and corporate banking. It develops knowledge and understanding and enhances skills that are valued within a broad range of roles in banking.

Structure

IBCF is made up of one unit, which must be successfully completed to achieve the qualification:



The detailed unit syllabus is available as an Appendix to this document and the latest version is available through our course site.

Total Qualification Time (TQT)

Total Qualification Time (TQT) is a prediction of the total time the typical student may need to complete the course.

IBCF is primarily considered a distance learning qualification assessed via a single online examination. Total qualification time is 124 hours, which includes time spent reading the learning materials, undertaking the topic exercises, and preparing for and sitting the examination.

Learning resources

Students are provided with the following learning resources:

- online study materials with embedded exercises;
- online access to additional resources through MyLIBF- www.myLIBF.ac.uk;
- access to KnowledgeBank (virtual library) through MyLIBF;
- study skills resources;
- unit syllabus;
- specimen examination paper; and
- student handbook.

Preparing for the assessment

You must be registered to sit an examination managed by you. Examinations are sat electronically at any one of the Pearson VUE test centres or online, remotely with invigilation provided.

It is recommended that exams are booked two months in advance of the date you wish to sit. However, subject to availability, an examination can be booked as little as two working days in advance. Examinations can be booked over the [phone](#) or via the [Pearson VUE website](#).

To prepare for the assessment, you should make use of all learning resources.

Assessment

The unit is assessed through a two and a half hour mandatory multiple-choice examination. A total of 65 marks are available comprising 40 marks in part 1 and 25 marks in part 2. The unit pass mark is 60% and you must achieve the minimum pass mark for the whole unit. The structure of the assessment ensures that all aspects of the course content are subject to external examination.

- Part 1: an electronic assessment with 40 multiple choice questions. This component is worth 40 marks.
- Part 2: An electronic assessment with five mini cases studies, each with five linked multiple choice questions. This component is worth 25 marks.

Feedback for MCQ assessments is provided in your analysis sheets (available on www.mylibf.ac.uk) for the qualification.

Qualification grading

IBCF is a single-unit qualification. To achieve a pass in the qualification, you must achieve a mark of 60% in the unit. The unit and qualification are both graded and a higher level pass is identified at distinction (80%) level.

Grade	Pass mark
Pass	60 – 79 %
Distinction	80 – 100 %

Resit attempts

The qualification has a 12 month registration period. If you are unsuccessful in your first attempt at the examination, you will have the opportunity to resit upon payment of the appropriate fee. There are no restrictions on the number of times you can resit a unit, although each resit will require a new registration. You will have 12 months to resit your examination after paying the resit fee.

Appendices

Appendix 1 – Summary detail

This document describes the summary detail that is applicable to the qualification.

Qualification title	LIBF Level 3 International Banking & Finance Certificate – Foundation (IBCF)
Ofqual qualification number	603 / 5274 / 7
Qualification level (RQF)	3
European Qualifications Framework (EQF) level	4
Qualification Type	Vocationally-Related Qualification
Guided learning hours	3 hours
Total qualification time	124 hours
Total credits	12
Sector Subject Area	15. Business, Administration, Finance and Law
Sub SSA	15.3 Business Management
Overall grading type	Pass / Distinction
Assessment methods	Multiple-choice examination
Regulated by	Ofqual
Qualification for ages	19+
Operational start date	18.11.2019
Qualification description	The LIBF Level 3 International Banking & Finance Certificate – Foundation (IBCF) consists of one mandatory unit. A total credit value of 12 must be obtained for achievement of the qualification.

Appendix 2 – Unit 1 Unit Details

International Banking & Finance (IBCF)

Unit description

This unit has been developed for customer-facing staff in international banking centres and covers the essential knowledge of the financial services environment, regulatory requirements, banking products and services.

Unit title	International Banking & Finance (IBCF)
Unit level	3
Unit credit value	12
Typical study hours	124

Unit 1 learning outcomes / assessment criteria

UNIT 1 SYLLABUS LOs / ACs	
LO1:	Understand the role and functions of banks
AC1.1	<p>Understand the role of banks.</p> <ul style="list-style-type: none"> • What is a bank? • Function of a bank (Intermediation) • Different types of financial institutions: <ul style="list-style-type: none"> ○ Personal banking (retail and wealth management) ○ Business banking (corporate and Investment banking) ○ Principle based banking: <ul style="list-style-type: none"> - Ethical - ESG ○ Community banks ○ Fund management ○ Specialised financial services
AC1.2	Understand the difference between Front, Middle and Back office functions
AC1.3	<p>Understand the role of the different institutions in the financial services infrastructure.</p> <ul style="list-style-type: none"> • Global Regulators (BIS, FATF, IOSCO, ISDA) • Central Banks • Other local regulators in financial services (Conduct Authorities, Bankers Associations) • Exchanges
LO2	Apply financial calculations including Present (PV) and Future Value (FV).
AC2.1	<p>Apply key financial calculations (interest rate calculation, discounting and compounding), their purpose and use:</p> <ul style="list-style-type: none"> • Averages (mean, median, mode) • Probability • Simple and Compound interest • Time value of money • Present Value calculations • Future Value calculations
LO3	Interpret a bank's balance sheet and Profit and Loss
AC3.1	<p>Interpret the main components of a typical bank balance sheet and distinguish between assets and liabilities.</p> <ul style="list-style-type: none"> • Introduction to the Balance Sheet • Assets and liabilities
AC3.2	<p>Understand how banks are funded.</p> <ul style="list-style-type: none"> • Customer deposits • Capital • Equity and other long term liabilities
	<p>Analyse a bank's Profit and Loss / Income statement</p> <ul style="list-style-type: none"> • Different types of income (interest, fees) • Different types of cost • Bank profitability (net income, cost of capital, operating cost)

UNIT 1 SYLLABUS LOs / ACs	
LO4	Identify the key risk types facing banks, why and how banks are regulated and the importance of capital.
AC4.1	Assess the main types of risk that banks face and distinguish between different risk types. <ul style="list-style-type: none"> • Credit risk • Market risk • Operational risk • Reputational risk • Liquidity risk • Regulatory risk
AC4.2	Understand the Basel capital requirements. <ul style="list-style-type: none"> • The importance of capital under the Basel regime • Purpose of Risk Weighted Assets • Purpose of Net Stable Funding Ratio • Purpose of Liquidity Coverage Ratio
LO5	Interpret basic compliance issues
AC5.1	Interpret the requirements for: <ul style="list-style-type: none"> • Know Your Customer • Due Dilligence and Enhanced Due Diligence • Politically Exposed Persons • Anti-Money Laundering • Non-arms length relationships • Conflicts of interest
AC5.2	Be able to apply client risk appetite assessment
LO6	Evaluate key products offered by banks
AC6.1	Understand different retail bank products and services: <ul style="list-style-type: none"> • Current accounts • Credit cards • Deposits • Overdrafts • Loans • Mortgages
AC6.2	Evaluate different private banking products and services <ul style="list-style-type: none"> • Retail customers • Investment services • Portfolio and fund management • Asset allocation
AC6.3	Evaluate the different corporate banking products and services <ul style="list-style-type: none"> • Loans and bonds • Transaction banking services (cash management) • Correspondent Banking • Equity • Trade finance • Foreign Exchange • Working capital • Supply chain financing
AC6.4	Understand Fintech and digital disruption:

UNIT 1 SYLLABUS LOs / ACs	
	<ul style="list-style-type: none"> • Crypto currency • Blockchain • Digital offering
LO7:	Assess the Principles of Credit Applications
AC7.1	Understand the credit assessment process in retail and private banking <ul style="list-style-type: none"> • Main life events impacting unlikeliness to pay • Credit bureau data • Behavioural scoring • Credit scoring versus behavioural scoring
AC7.2	Assess the credit assessment process in corporate finance <ul style="list-style-type: none"> • Corporate credit analysis • Introduction to financial analysis • Balance sheet, profit and loss, and cashflow statements • Financial ratios • Secured and unsecured debt