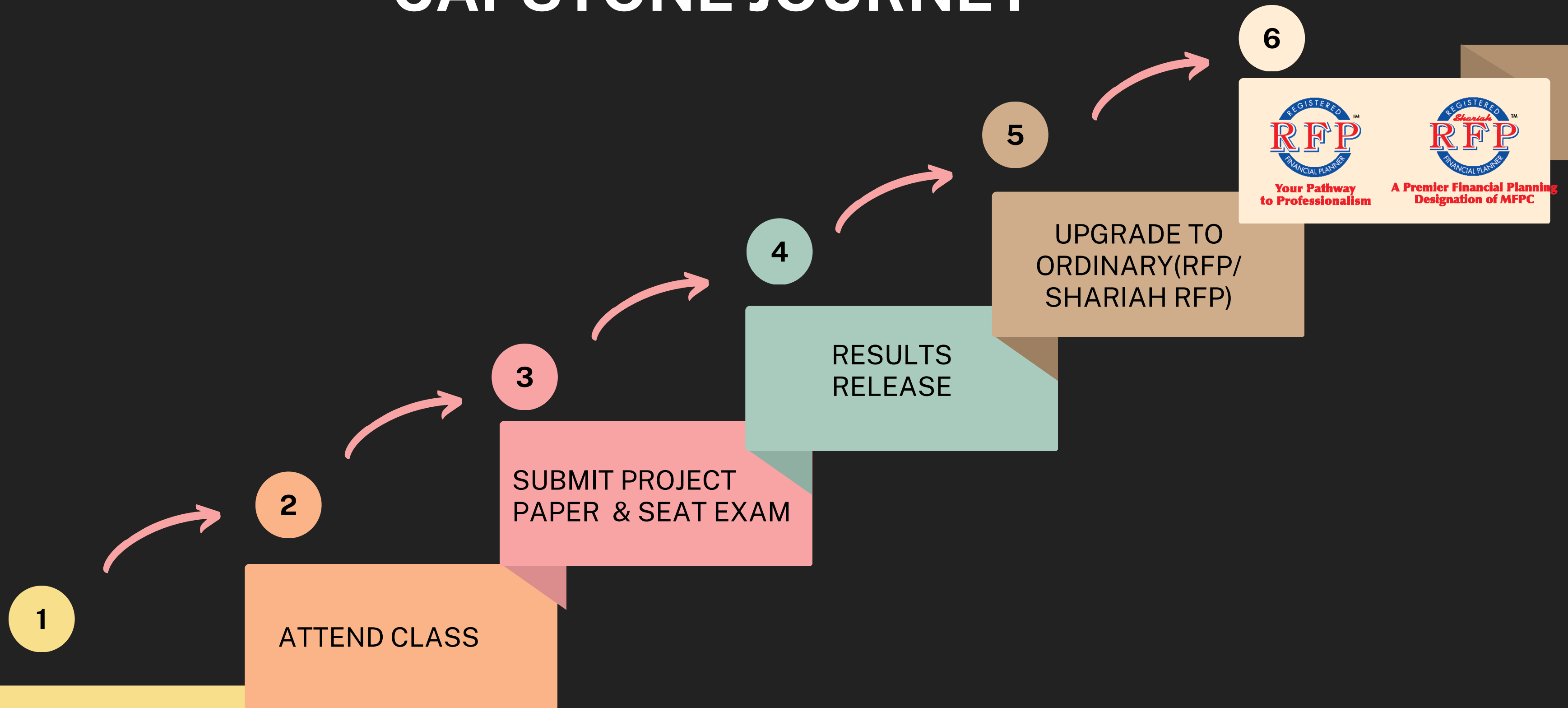


CAPSTONE JOURNEY



Note:

1. Please Refer to class schedule intake for the class, submission, Exam date for reference
2. Participants will be upgrade to Ordinary once pass exam & project paper.
2. Additional Fee will be imposed during upgrade process

CAPSTONE INTAKE

RFP and Shariah RFP Capstone Intake Schedule Year 2023												
No	Class Intake	Open Class Registration	Class Registration Closing date	Class Mode	Date of Class	Class Time	Project Paper		Examination			
							Date of Submission	Date of Late Submission Duration (10 days) (RM50)	Exam Date	Exam Time	Exam Mode	Release of Results (tentative date)
1	January 2023	1 November 2022	20 December 2022; 5PM	Online	3,4,5,9,10,11,16 & 17 January 2023 (RFP) 3,4,5,9,10,12,16 & 17 January 2023 (Shariah RFP)	9 AM - 4 PM	10 Feb - 24 Feb 23	27 Feb - 10 Mar 23	18 March 2023	<i>Refer to 1st MFPC Portal</i>	CBE & VCBE	June 2023
2	March 2023	22 December 2023	07 March 2023; 5PM	Hybrid	20,21,22 & 23 March 2023 (Online) & 27,28 & 29 March 2023 (Physical)	9 AM - 4 PM	14 Apr - 28 Apr 22	01 May - 12 May 23	20 May 2023	<i>Refer to 1st MFPC Portal</i>	CBE & VCBE	August 2023
3	May 2023	09 March 2023	02 May 2023; 5PM	Hybrid	15,16,18,19 May 2023 (Online) & 22,23,24 May 2023 (Physical)	9 AM - 4 PM	09 June - 23 June 23	26 June - 07 Jul 23	15 July 2023	<i>Refer to 1st MFPC Portal</i>	CBE & VCBE	October 2023
4	July 2023	05 May 2023	23 June 2023; 5PM	Hybrid	3,4,5 & 6 July 2023 (Online) & 24,25 & 26 July 2023 (Physical)	9 AM - 4 PM	18 Aug - 01 Sept 23	04 Sept - 15 Sept 23	23 September 2023	<i>Refer to 1st MFPC Portal</i>	CBE & VCBE	December 2023
5	September 2023	29 June 2023	24 August 2023;5PM	Hybrid	11,12,13 & 14 Sept 2023 (Online) & 18,19 & 20 Sept 2023 (Physical)	9 AM - 4 PM	13 Oct - 27 Oct 23	30 Oct - 10 Nov 23	18 November 2023	<i>Refer to 1st MFPC Portal</i>	CBE & VCBE	February 2024

*Schedule update as at 31 March 2023

*VCBE stands for Virtual Computer Based Examination

*Hybrid is combination of online and physical class where students are required to attend 4 days online class & 3 days physical class at MFPC office.

IMPORTANT NOTE

1. Only softcopy of text and other learning material will be provided for classes (both online and physical)
2. For MFPC material printing, we charge RM60/module.
3. No Class recording is provided.
4. Candidate is required to familiar on how to use financial calculator such as casio FC200V or HPB10II before commencement of class
5. Microsoft Teams / Cisco Webex / Zoom are MFPC online platforms used for classes; candidate is required to download the relevant application before commencement of class
6. Physical class will be conducted at MFPC office. (Unit 22.7, level 22, Menara 1MK, Mont Kiara, KL)
7. Class details & Confirmation will be emailed to candidate within 7 days before commencement of class
8. 75% class attendance is required
9. Project Paper cum Virtual Examination Briefing will be provided on the last day of class
10. Candidate is required to comply with the VCBE requirements & guidelines before registering for classes and examinations
11. Blank A4 papers are not permitted during examination; candidate is to use the notepad feature equipped in exam navigation.
12. A one-day Examination Preparatory Workshop (EPW) is provided to prepare candidate for examination; fee is RM250 per candidate; it is held two weeks before the examination date; required number to hold EPW is 20 pax/class.
13. Contact Aishah at 03-6203 5899 or email to aishah@mfpc.org.my should you need assistance on class registration
14. SAMPLE Registration step in Bahasa can be view at <https://youtu.be/D3gZ0BHhBo>

Capstone Fee & Registration information

Applicants are compulsory to prepared the following documents for capstone registration :

- 1.Copy of IC (Back and Forth)
- 2.Copy of Academic Certification (Min Degree)
- 3.Copy of Resume/CV

It is compulsory for all participant to attach all items above documentations in order to proceed with this programme registration.We would like to emphasise that MFPC shall abide by the stipulated minimum entry requirement for enrolment to RFP/Shariah RFP programme as below :

- Minimum 3 Years' full-time working experience in a financial related industry and
- Shariah RFP, CFP, CIFP (Part 1) or
- Membership of MIA, MICPA, CFA (Aust.), ACCA, Bar Council, ICSA, MAICSA, CIMA or
- Relevant PhD, Masters or Bachelor's degree

Please refer to the registration guidelines at <https://www.mfpc.org.my/wp-content/uploads/2021/04/1st-MFPC-Portal-New-Registration-Guideline-V1-Feb-2021.pdf>

Items	Fee (RM)
Entrance Fee	100
Sub fee Affiliate	80
Programme Fee (Include exam fee)	2756
<u>Total</u>	<u>2936</u>
<i>*Include 6% SST</i>	

Virtual Computer Based Examination Requirements (VCBE)

1. Desktop computer / laptop with (to answer exam):

- required software
- Google Chrome (latest version 90)
- Windows 10 (Microsoft OS) / 10.15.5 (MAC OS)
- Secure Browser (you will see a message "Lockdown Browser Launched Successfully" if installation is done accurately (install 2 days before examination)

MUST READ: "Minimum Technical Requirements"(https://insurance.com.my/documents/pdf/min_requirement.pdf)

2. Mobile phone – must install ZOOM (for verification & invigilation):

- **MUST READ:** "Guide for Using ZOOM for VCBE" (https://www.insurance.com.my/documents/pdf/ZOOM_Manual.pdf)

3. Good internet connection

4. If the technical requirements are not met 30 minutes BEFORE the exam start time, you will be asked to reschedule the exam with exam fee

5. For assistance, please contact MII IT Helpdesk at 03-2712 8881/8883/8884/8885 or email to agentexam@mii.org.my.

CAMERA & LAPTOP POSITION FOR VCBE



GRADING SCHEME

Item	PASS	PASS WITH CONDITION (PWC)	FAILED
Examination	50%	NA	<u>Resit</u> exam fee - RM400
Project Paper	60%	Score 60% but failed to score 5 and above for Section D (refer to Marking Scheme)	Re-submission fee – RM300

[illegible]

BASIC PROJECT PAPER GUIDLINES

Participants are required to find clients in order to do the project paper. The project paper class will be conduct on last day of class. The project paper

- Must be real case with real client (advisor cannot be the client)
- Client must be a couple with at least 1 child or a single parent with at least 1 child
- RFP project paper must follow conventional principle
- Shariah RFP project paper must follow shariah principle

Programme	NON-MUSLIM CLIENT	MUSLIM CLIENT
RFP	√	√ (zakat is not necessary but tax planning must be included)
Shariah RFP	X	√