

CPI Certificate of Proficiency in Insolvency Scotland



CPI is a flexible qualification. It recognises the capabilities of staff who have several years' experience in all types of insolvency. Alternatively, it can be used as an effective stepping stone towards the JIEB exam by candidates and their employers. On successful completion of the exam, candidates may apply for Affiliate Membership of the IPA (AIPA).

ISS Training's modules have been designed to cover the Scottish exam syllabus and to offer essential guidance on the principal areas on which you will be tested. Participants are actively encouraged to ask questions and to discuss the syllabus with the speakers. Comprehensive study aids and course notes for each module will be provided. Face-to-face tutorials get results. Compare our results with those of our online-only competitors.

The modules are continually updated for current legislation and best practice. The training is practical and participative, culminating in a mock exam and a revision session that covers all the areas of difficulty as identified by participants throughout the course of the training.

CPD LEARNING OUTCOMES

- The knowledge you need to sit your chosen examination.

WHO SHOULD ATTEND?

These modules are aimed at anyone sitting the Scottish CPI or CPPI exams.

SPEAKERS

The speakers will be recognised experts in the field of insolvency practice led by the principal trainer Eileen Maclean MA Hons, MIPA MABRP MBA, director of Insolvency Support Services Limited.

COST

Individual Module £295 + VAT

CPI Candidates £3,830 + VAT (all 13 CPI modules)

Fees include all course documentation, lunch and light refreshments.

Fee for module 11 covers all costs relating to the mock exam, including marking and individual written feedback.

IMPORTANT NOTICE FOR ALL PARTICIPANTS

You will be required to enrol separately for the exam with the IPA. The deadline for registration as a student with IPA and for registration for the CPI exam is usually by end of March.

If you do not register within this time, you will not be able to sit the exam.

EXAMS

The CPI exam is usually held on the Friday of first full week in June, and therefore likely to be **7 June 2019**.

For details of the exams please contact:

The Membership Team, Insolvency Practitioners Association, Valiant House,

4-10 Heneage Lane, London EC3A 5DQ

Tel - 020 7623 5108 Fax - 020 7623 5127

Or go to the website: www.insolvency-practitioners.org.uk

Module	CERTIFICATE OF PROFICIENCY IN INSOLVENCY	Location	Dates 2019
1	Securities, ethics, diligence, bonding and IP administration Introduction to book-keeping and VAT Introduction to SIPs What is a limited company, an LLP and an individual? Study techniques	Edinburgh	Wednesday 23 January
2	Sequestration Asset realisation; Contributions; Recall; Discharge Claims; Order of ranking	Glasgow	Wednesday 6 February
3	Liquidation: Court CVL and MVL Case Control Remuneration; Liquidation Committees Liquidation following other procedures	Edinburgh	Thursday 7 February
4	Receivership Creditor claims; Prescribed part Challengeable transactions CDDA; Investigations	Edinburgh	Wednesday 20 February
5	Protected Trust Deeds Non Insolvency debt solutions Comparisons of procedures	Glasgow	Thursday 21 February
6	Administration CVA	Edinburgh	Thursday 7 March
7	Heritable property in personal insolvency Gratuitous alienations unfair preferences, debtor offences BROs and BRUs	Glasgow	Wednesday 27 March
8	Trading, issues on appointment, ROT, lease and HP creditors Interest and tax Debt collection Employee claims EU Regs	Edinburgh	Thursday 28 March
9	Personal financial statements e.g. statement of affairs, income and expenditure, R&P etc	Glasgow	Wednesday 24 April
10	Corporate financial statements e.g. statement of affairs, estimated outcome statement , R&P etc	Edinburgh	Thursday 25 April
11	Mock exam	TBC	Wednesday 1 May
12	Mock exam feedback and exam revision: personal insolvency	Glasgow	Wednesday 15 May
13	Mock exam feedback and exam revision: corporate insolvency	Edinburgh	Thursday 16 May

All modules will run from 10.00am to 5.00pm
Module 11 will run from 9.30am to 1.30pm

BOOKING CONTACT

Title: _____ First Name: _____ Surname: _____

Firm: _____

Address: _____

Email: _____ Telephone: _____

DELEGATE DETAILS

DELEGATE 1	
Title:	
First Name:	
Surname:	
Email:	
Telephone:	
Dietary requirements	
Access requirements	

DELEGATE 2	
Title:	
First Name:	
Surname:	
Email:	
Telephone:	
Dietary requirements	
Access requirements	

DELEGATE 3	
Title:	
First Name:	
Surname:	
Email:	
Telephone:	
Dietary requirements	
Access requirements	

DELEGATE 4	
Title:	
First Name:	
Surname:	
Email:	
Telephone:	
Dietary requirements	
Access requirements	

COURSE SELECTION

		Number of Delegates	Price per Course (excl VAT)	Total Net Cost
CPI COURSE IN FULL			£3,830	
Or if you wish to attend specific modules only please select from the following list:				
CPI Module	Dates 2019	Number of Delegates	Price per Module (excl VAT)	Total Net Cost
1	Wed 23 January		£295	
2	Wed 6 February		£295	
3	Thu 7 February		£295	
4	Wed 20 February		£295	
5	Thu 21 February		£295	
6	Thu 7 March		£295	
7	Wed 27 March		£295	
8	Thu 28 March		£295	
9	Wed 24 April		£295	
10	Thu 25 April		£295	
11	Wed 1 May		£295	
12	Wed 15 May		£295	
13	Thu 16 May		£295	
			Total Net Cost	
			Add VAT at 20%	
			Gross Total to pay	

ISS Training Courses

HOW TO BOOK AND PAY

By email to: courses@insolvencysupportservices.com

Or by post to: ISS Training, Insolvency Support Services, 12 Castle Terrace, Edinburgh EH1 2DP

You can pay online or by BACS using the following details:

Bank: Clydesdale Bank plc
Bank sort code: 82 - 45 - 05
Bank account number: 60031559

Or by cheque payable to Insolvency Support Services Limited (which should accompany your booking form). Please write the delegates' names on the rear of your cheque for identification purposes.

BOOKING CONDITIONS

Payment is due on booking. If the nominated delegate cannot attend, you may transfer the place to another individual at any point. Please inform us of the change as soon as possible. If you do not wish to transfer your place, you will receive 100% refund if cancelled at least 21 days before the date of each individual module or day's course. If you cancel within 21 days of the course, your fee will not be refunded. Please note that your contract is with Insolvency Support Services Limited trading as ISS Training.

DATA PROTECTION

ISS Training will use the information you provide on your booking form, and any additional information you may provide to us in the future, for administering our event. We will not disclose this information to any other person or organisation except in connection with the above purpose. All delegates are provided with a list of co-delegates' names and organisations but no further details.

REFUNDS AND CANCELLATIONS BY DELEGATE

Cancellations must be in writing. Please note that no refunds will be given outwith the time limits listed on your booking confirmation. Substitute participants are acceptable at any time and will incur no extra charges.

COURSE PAPERS

Course papers will be issued on the day of the course. This documentation is made available only to those attending the course. Course papers may not be reproduced without prior permission from Insolvency Support Services Limited.

COURSE DATE, PROGRAMME AND FEE CHANGES BY ISS

If the date or time of a course needs to be changed or the course is cancelled for reasons beyond our control, such as low enrolment numbers, we reserve the right to do so. We will notify delegates in writing of any changes as soon as possible. If a course is cancelled, or rescheduled to a date that the delegate cannot attend, and payment has already been made, the full course fees will be refunded in full.

Our training programme is constantly reviewed and updated and we reserve the right to amend the content, timing and cost of the programme as necessary.