

What's On at the GTA University Centre September - November 2020

September 2020		
Annual Requirements of a Guernsey Company	8 September (12:30-14:00)	£125
Preparing for a GFSC Visit	9 September (09:00-12:00)	£195
Minute Taking Masterclass	10 September (09:00-12:30)	£195
Compliance CPD Series - Data Protection - Creating a Compliance Culture	10 September (12:30-13:30)	£45
MSc Corporate Governance/Graduate CG - Fast-Track	Starts 11 September (18 months)	£8,000
Working for a Charity	14 September (09:00-17:00)	FREE
Supervisory Skills	15 September (09:00-17:00)	£295
Personal Effectiveness	16 September (09:00-16:45)	£295
An Introduction to Compliance	16 September (09:00-12:30)	£195
Reviewing Financial Statements for Trust Professionals	16 September (09:00-11:00)	£150
Reviewing Financial Statements for Fund Professionals	16 September (11:30-13:30)	£150
Responsibilities of a Guernsey Director	17 September (09:00-12:30)	£195
Trust and Company Bookkeeping - Level 1	17 September (09:00-17:00)	£295
IoD Accelerated Certificate in Company Direction	21-25 September (08:30-19:00) 26 September (08:30-13:00)	£6,050
Effective and Assertive Communication	22 September (09:00-17:00)	£295
Principles of Tax	23 September (09:00-17:00)	£295
The Guernsey MLRO/MLCO (Masterclass)	24 September (09:00-13:00)	£195
ICA International Diploma in Anti Money Laundering	Enrol by 28 September (9 months)	£3,550
ICA Diploma in Governance, Risk and Compliance	Enrol by 28 September (9 months)	£3,550
Change Management Foundation and Practitioner	28 September - 2 October (09:00-17:00)	£1,499
Change Management Foundation	28-30 September (09:00-17:00)	£1,099
Advanced Private Equity Administration	28 September (09:00-17:00)	£295
Islamic Finance	29 September (09:00-12:30)	£195
HR Forum - In Their Shoes - Building a Stronger Team	29 September (12:30-13:30)	FREE

To find out more about any of the above courses look online at www.gta.gg, email admin@gta.gg or call 721555.

October 2020		
Introduction to Economic Substance Requirements	1 October (09:00-10:30)	£99
Corporate Governance	1 October (09:00-13:00)	£195
Change Management Practitioner Upgrade	1-2 October (09:00-17:00)	£1,099
ICA Advanced Certificate in Managing Fraud	Enrol by 5 October (6 months)	£1,775
Introduction to Project Management	5 October (09:00-17:00)	£275
How to Read a Set of Accounts	6 October (09:30-16:00)	£295
Accuracy and Attention to Detail - Level 1	6 October (09:00-16:30)	£295
Compliance CPD Series - Family Office Compliance Risks and Responsibilities	6 October (12:30-13:30)	£45
Advanced Tax	7 October (09:00-13:00)	£195
The Role of the Company Secretary	7 October (09:30-16:00)	£295
Launch - IoD Development Programmes	7 October (12:30-13:30)	FREE
Trust and Company Bookkeeping - Level 2	8 October (09:00-17:00)	£295
Effective Change Management	8 October (09:00-17:00)	£295
Compliance Monitoring Programme	8 October (09:30-12:30)	£195
Effective Telephone Skills	9 October (09:30-12:30)	£225
ICA International Advanced Certificate in Regulatory Compliance	Enrol by 12 October (6 months)	£1,775
ICA Advanced Certificate in Business Compliance	Enrol by 12 October (6 months)	£1,775
ICA International Diploma in Financial Crime Prevention	Enrol by 12 October (9 months)	£3,550
Introduction to Company Law and Administration	13 October (09:30-16:00)	£295
Fund Overview Level 1	13 October (09:00-17:00)	£295
Advanced Property Fund Administration	14 October (09:00-17:00)	£295
Introduction to Green Finance	15 October (09:00-12:30)	£195
HR Forum - Mentoring for Success	15 October (12:00-13:00)	FREE
Guernsey Protection of Investors and Conduct of Business Training	19 October (09:00-12:00)	£195
ICA International Advanced Certificate in Anti Money Laundering	Enrol by 19 October (6 months)	£1,775
ICA Advanced Certificate in Managing Sanctions Risk	Enrol by 19 October (6 months)	£1,775
Corporate Actions	20 October (09:00-11:00)	£150
Introduction to Trust Law and Administration	20 October (09:30-16:00)	£295
The Financial Resources Requirements Rules for Fiduciary Businesses - Understanding the Calculation	21 October (09:00-11:00)	£150
Capital Adequacy Rules for Investment Business, General Partners, Investment Managers & Designated Managers	21 October (11:30-14:00)	£150
Introduction to FATCA and CRS	22 October (09:00-10:30)	£99
Compliance CPD Series - Whistleblowing Fundamentals	23 October (13:00-14:00)	£45
Accounting Refresher - FRS102 - Are you getting it right?	27 October (09:00-13:00)	£195

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November 2020		
Microsoft Excel - Beginners	2 November (09:00-13:00)	£195
Microsoft Excel - Intermediate	3 November (09:00-13:00)	£195
Using LinkedIn to promote your business and build your 'Personal Brand'	3 November (09:00-12:30)	£195
Money Laundering reporting Officer (MLRO) Workshop	4 November (09:00-13:00)	£195
Getting It 'Write'	5 November (09:00-12:30)	£195
Microsoft Excel - Advanced	5 November (09:00-13:00)	£195
FATCA and CRS - A Practical Workshop	5 November (09:00-13:00)	£195
Microsoft Excel - An Introduction to Macros and VBA (Visual Basic)	6 November (09:00-13:00)	£225
ILM Level 2 Award in Leadership and Team Skills	Starts 9 November (09:00-13:00)	£825
The Client Due Diligence Process	10 November ((09:00-12:30)	£195
AML and CFT Annual Update for Guernsey	11 November (09:00-13:00)	£195
Confidence Building	11 November (09:00-13:00)	£195
Intermediate Investments	12 November (09:30-16:00)	£295
IoD Guernsey - Directing Companies in a Digital World	12 November (09:00-16:30)	£445
Managing Mental Health in the Workplace	12 November (09:00-12:00)	£195
Introduction to Investments	17 November (09:30-16:00)	£295
Understanding International Sanctions and their impact to your business	17 November (09:00-13:00)	£195
Company Law and Administration - Intermediate Course	18 November (09:30-16:00)	£295
Money Laundering Compliance Officer (MLCO) Workshop	18 November (09:00-13:00)	£195
Foundations and Principles of Insurance	19 November (09:00-12:30)	£195
Handling Difficult Conversations	19 November (09:00-12:30)	£195
IoD Introductory Certificate in Board Readiness	26-27 November and 15 December (09:00-17:00)	£1,950

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