

# LONDON CENTRE FOR TRAINING & DEVELOPMENT



**Short-Term Study Visa**  
**LCTD Executive Masterclass In**  
**Islamic Finance**  
**INFORMATION BOOKLET.**



Established in Great Britain, London Centre for Training and Development (LCTD) is an independent training provider committed to world-class teaching, innovation, career development and continuing education. At LCTD, we recognize the need for continuous development program (CPD) for professionals in public and private sectors. We offer a range of courses that allows update of knowledge, skills and improved proficiency.

LCTD currently offers a high-quality course built around a distinctive core curriculum leading to a dual certification award issued by LCTD and other recognized awarding bodies/membership organizations. We distinguish ourselves as one among the lot independent training providers that deliver management courses, workshops and seminars which reflects the quality of our world-class faculty members, excellent customer care and affordable fees.

We capitalise on our strength at LCTD. Our student enjoys studying with us because we are able to maintain the following features:

#### Experienced faculty

LCTD run a faculty led short courses. All faculty members are experienced and good at what they do. You will get value for money as a participant on any course you are enrolled onto.

#### Affordable and flexible payment plan

All our courses are affordable and of great value to corporate entity, individuals both in public and private practice. We accept initial deposit on all our courses. Our fees structure also accommodates different categories of Students including residential (accommodation inclusive) and non-residential (with no accommodation) Students.

#### Students' welfare, support and guidance

Our friendly customer services team will support you from the initial point of enquiry to the point of departure from the UK after your course. You will have opportunity to message our customer services team during out of working hour on all issues concerning your enrolment. Their aim is to make sure you have a great experience as participant.

#### Quality memorabilia

We will provide you with branded quality memorabilia as students enrolled on the course. We also give out memorabilia of some corporate and professional membership organisations that LCTD is working with.

#### LCTD is based at the heart of the world financial capital

You will have the opportunity to benefit from post-course self-tour around London before your departure. London is not only an international centre of business and finance; it's also one of the most exciting and stimulating cities to learn and network.

## LCTD-IIFP Joint Executive Masterclass In Islamic Finance



# London Centre for Training & Development

...leading provider of affordable short courses



### Executive Masterclass Key Dates, & Enrollment Fees

Application closing date	Start Date	End date	Course Fee (RESIDENT DELEGATES FEE INCLUDING COURSE FEE & ACCOMMODATION)
1 <sup>st</sup> April 2020	3 <sup>rd</sup> June 2020	7 <sup>th</sup> June 2020	£1,150
1 <sup>st</sup> September 2020	28 <sup>th</sup> October 2020	1 <sup>st</sup> November 2020	£1,150

London Centre For Training & Development is pleased to bring you masterclasses exploring the \$2tn industry of Islamic Finance.

The trend of positioning Islamic Finance within the broader ethical finance umbrella has gained momentum in recent years. Whilst the core principles of Islamic Finance, such as the prevention of investing in harmful / sinful industries, prohibition of speculation and the principle of risk-sharing, all directly correlate to ethical finance values and strategies Islamic Finance employs even greater ethical rigour through the purifying of dividends, prohibition of interest and requirement for Shari'ah boards to certify products.

The ethical principles upon which products and instruments are structured positions Islamic Finance as an ethical alternative that can be attractive to both Muslims and non-Muslims.

## **IMPORTANT NOTE TO ALL DELEGATES**

The masterclasses will be led by leading practitioners and scholars in the Islamic Finance industry. Our main aim is to educate and make awareness among all the stakeholders of Islamic finance industry including students, graduates, researchers, professionals, bankers and all the other interested parties. Also, to produce qualified Islamic Finance professionals those who know the subject in depth to take this niche industry to the next level.

<b>Course Duration:</b>	5 Days (Including arrival and departure date)
<b>Mode of Study:</b>	Face-to-Face Teaching, Workshop & Seminar.
<b>Time:</b>	10am – 5pm
<b>Location:</b>	LCTD Training Room, Romer House, Lewisham High Street, SE13 6EE, London, Greater London, England United Kingdom
<b>Certificate:</b>	LCTD Certificate of Attendance which qualifies delegates to apply for membership of the Institute of Islamic Finance Professionals of Nigeria.

### **Who Should Attend:**

The LCTD-IIFP joint executive masterclass is designed for professionals, academics and students, with limited or no knowledge of Ethical or Islamic Finance, looking for an introduction or; someone with experience and requiring more detailed understanding. The masterclass aims to build your capacity, provide business insights in these high growth sectors and enhance your network engaging with other practitioners.

The masterclass will be of interest to those working in:

- Finance (banks, asset managers, insurance, pensions, social investors etc.)
- Professional services (lawyers, accountants and consultants)
- Research agencies and academic institutions
- Charities, third sector and social enterprises
- Government, Local Government and associated bodies
- Faith groups / institutions
- Those responsible to manage endowments.

### **Entry requirements:**

- Fluency in English
- Undergraduate degree recommended
- Professional experience recommended
- Interest in Islamic / Ethical Finance.

## **LCTD Executive Masterclass Learning Objectives:**

- Describe history and evolution of Islamic Banking & Finance;
- Understand Islamic Economics and its Worldview
- Describe Islamic business ethics, finance market structure, size and terminology;
- Clearly articulate the role Islamic Finance plays within the wider Ethical Finance movement;
- Understand and recognise key principles in Islamic Finance, including the role of Shariah Scholars;
- Identify key elements of Islamic Finance products and the core contracts used to create such;
- Understand the workings of Islamic capital markets, specifically sukuk and creating equity portfolios;
- High level understanding of Shari'a jurisprudence, its similarities with certain aspects of the English common law;
- Describe real estate transactions and understand the key legal implications relating to such;
- Recognise the role Islamic Finance can play in raising finance as well as generating a return on investment.

## **What you need to know about enrolment:**

In order to attend the Executive Masterclass in Islamic Finance, a written registration request must be sent by email to [info@lctd.co.uk](mailto:info@lctd.co.uk). Alternatively, delegates can download and complete a course registration form online. All completed form should be email to [info@lctd.co.uk](mailto:info@lctd.co.uk).

If the registration is accepted, the Course Administrator will issue the delegate with an acceptance letter and an invoice. Once LCTD receive the full payment of the course fee, a visa letter will be issued to assist with the delegate's application at the British Embassy/ High Commission.

## **What your payment cover**

- Enrollment and post enrollment support
- Course fee
- Soft copy of course materials
- Visa letter and supporting documentation for visa application.
- Complimentary Heathrow pick up (one-way)
- Starter packs- LCTD Souvenir
- Lunch and light Refreshments
- Internet access
- Certificate of completion
- Group delegate photograph

## **Payment**

LCTD requires that 100% of the course fees **MUST** be paid at least 4 weeks prior to the commencement of the course. LCTD reserve the right to cancel any application received without full payments as mentioned above.

## **Value Added Tax (VAT)**

LCTD is a VAT registered company; therefore, VAT is chargeable on all courses at a standard rate of 20.0% according to UK tax law.



## **How to Make Payment**

### **A. Pay online:**

Click here to pay online:

<https://lctd.transfermateeducation.com/>

### **B. Pay by Bank Transfer**

LCTD requires full payment to be made in Pounds Sterling to:

Bank:	Lloyds Bank, London, UK.
Account Holder:	London Centre for Training & Development
Sort Code:	30-91-91
Account No:	26448060
IBAN:	GB80LOYD30919126448060
BIC:	LOYDGB21456

**Please scan and email evidence of bank transfer to [info@lctd.co.uk](mailto:info@lctd.co.uk)**

### **C. Pay by Cheque**

LCTD accepts only a/c payee cheques that are drawn in favour of "London Centre for Training and Development Ltd". It is also a requirement that every cheque raised in favour of "London Centre for Training and Development Ltd" must have applicants/student's enrolment number.

Please allow enough time when paying through Cheques as it may take up to 5 working days at the clearing.

### **D. Pay through local Agents**

You must seek for LCTD approval before making payments through LCTD approved agent in your Country. Email [info@lctd.co.uk](mailto:info@lctd.co.uk) official invoice/receipt issued to you by our Agent after making payments.

### **No Show or students' substitutions**

We will not refund delegate/students under a "NO SHOW" circumstances, and we will report a NO SHOW case to relevant authorities. We allow students substitution without any additional fee been incurred. However, we require earlier notification of such substitution. Only LCTD accredited agent may request for student's substitution.

### **Change and Alterations to LCTD Course**

LCTD reserve the right to vary, amend, alter, courses or published a brochure. This also extends to the possibility of cancellation of courses at any time and offer an alternative date. In this instance, students will be entitled to a full refund or credit, without liability for significant or insignificant consequential loss or damage.

## **Cancellations**

LCTD will charge a fee if a delegate cancels (or transferred to future dates) course that has already been booked. Delegates can however be substitute-see above.

A refund may, however, be processed under the following condition:

60% of the fee if the cancellation is notified three weeks or more before the starting date of the course/event;

50% of the fee if notice of cancellation is given between one – two weeks before the starting date of the course/event;

No refund if notice of cancellation is given less than one week before the starting date of the course/event.

## **Visas**

Following full receipt of the course fee payment, LCTD is permitted by the United Kingdom Border Agency (UKBA) to support visa applications. Delegates will be provided with a visa letter to support their application at the British Embassy/High Commission.

All applicants enrolled on LCTD courses must apply for short-term study visa. As LCTD is accredited by Accreditation Service for International Schools, College and Universities (ASIC) - a UKBA approved accreditation body-all LCTD Students applying for short-term study visa will be provided with documents about their course to support visa application.

The following is a list of recommended documents that students/delegate can include as part of their visa applications:

- Passport or travel documents, valid for at least six months (the passport must have at least one clear page for the visa);
- Two recent passports sized colour photographs with a white background;
- Correct application form fully completed in English;
- All visa support letters from LCTD;
- Letter of employment and other relevant proof of employment;
- Six months itemized bank statements (Self sponsor applicants);
- Letter from your sponsor (employer), confirming they are paying for the course;
- Evidence of accommodation in London (LCTD resident students will get a letter confirming reservation of accommodation);
- Relevant diplomas or educational certificates that you have achieved (Official Transcripts/Certificates);
- Personal statement/ Additional Information to support purpose of visit and intention to return back to your home country;
- O'Level Result/Original IELTS Certificate, or other evidence of your ability to speak English;

Detailed information with regard to visa requirements can be found on your local British Embassy's website or click here [www.gov.uk/study-visit-visa](http://www.gov.uk/study-visit-visa)

All students requiring a visa must apply for the course at least four weeks before the commencement date or course latest start date. This will enable enough time to prepare and send supporting documents for their visa applications.

***Delegates whose visa application is refused will receive a refund less £450 post-enrollment cost.***

LCTD can only process student refund if a "refund request" is made together with supporting evidence (i.e. a copy of refusal letter) to be emailed not later than 5 working days from the date of your refusal. Please email your request together with your refusal letter to: [info@lctd.co.uk](mailto:info@lctd.co.uk)

### **Data Protection Policy**

London Centre for Training and Development collects, holds and processes information about employees, executives, and other data subjects for course enrollment, other services and administrative purposes. When handling such information, LCTD and all staff or others who process or use any personal information comply with the principles set out in the UK Federal Act on Data Protection. This means that London Centre for Training and Development must:

- Manage and process personal data properly and lawfully;
- Ensure that the information collected is accurate, up to date and adequate, relevant and not excessive for the purpose;
- Protect the individual's rights to privacy;
- Provide an individual with access to all personal information held on them, on request;
- Observe its legal responsibility to comply with the Act. This is the responsibility of the data protection officer.

LCTD ensures that every member of staff who holds information about identifiable living individuals complies with the Data Protection Procedures in managing that information. Individuals can be liable for breaches of the Act.





## **LONDON CENTRE FOR TRAINING AND DEVELOPMENT**

Romer House, Lewisham High Street, SE13 6EE, London, Greater  
London, England United Kingdom

### **REGISTRATION & ACCREDITATIONS**

Company registered in England No: 10478477

VAT REG. Number: 306906506

Centre Number for Highfield Awarding Body for Compliance: 15117

UKLRP Number: 10062529

ICO Number: ZA448567

ASIC Accreditation Number: AS58287/1018

### **CONTACT US**

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[www.lctd.co.uk](http://www.lctd.co.uk)