

Professional Training

Many graduates starting work will have the opportunity to train for professional qualifications. The area of business and finance is particularly noted for new graduates following specific professional exams, for example in accountancy, taxation, insurance, banking, marketing or human resources. Other more technical careers such as engineering or surveying also give the chance to study for a professional qualification.

These qualifications show that you have reached a standard of competency in your chosen field and also demonstrate your commitment to a career. Professional qualifications allow access to your relevant professional body and the range of resources and contacts they offer for further career development.

This is an example of some of the more common professional courses which CIT Graduates may frequently ask about, however there are a many more. Therefore it is always advisable to check with the Professional Body/Association related to your profession to see what they recommend.

Accountancy

Training to become chartered normally takes place via a training contract in an accountancy practice or business, and usually takes about three and a half years.

However there are now other flexible routes as a result of recent changes to the education model such as with Chartered Accountants Ireland, you can study outside of a training contract at a time and place that suits you. You can also avail of a new distance learning education model where lectures are offered online.

Qualification processes can vary but you will need to complete examinations. Graduates of all disciplines are accepted into the profession and train to become accountants; those with a finance / accounting degree are may be **exempt** from some parts of the qualification process.

Apply for a 3 year apprenticeship **straight after degree** (Any Discipline) with a small – medium or large sized organization and register with preferred Accountancy institute. Work and Study for exams with the relevant Accountancy body.

PROFESSIONAL ACCOUNTANCY BODIES

- Chartered Accountants Ireland (CAI) www.cai.ie
- Association of Chartered Certified Accountants (ACCA) www.acca.ie
- Chartered Institute of Management Accountants (CIMA) www.cimaglobal.com

- Institute of Certified Public Accountants in Ireland (CPA) www.cpaireland.ie
- Chartered Institute of Public Finance and Accountancy (CIPFA) www.cipfa.org.uk
- The Irish Taxation Institute www.taxireland.ie

Bank

Continuing Professional Development

Lifelong learning is vital for our professional community. Continuing professional development (CPD) helps you to maintain and increase the knowledge and competence you gain from both formal study and professional experience.

Keeping your qualifications and knowledge up to date enables you to meet and exceed customer and regulatory requirements.

CPD programmes not only help you to meet your regulated CPD requirements under the Central Bank's Minimum Competency Code, but also help you to develop as a financial services professional.

Gain a professional designation

More than 20,000 of our members are undertaking CPD. Our CPD programmes support a range of professional designations. You can become a:

- **Qualified Financial Adviser (QFA)** when you complete the **Professional Diploma in Financial Advice**
- **Accredited Product Adviser (APA)** when you complete one of the following programmes:
 - **Professional Certificate in Financial Advice**
 - **Professional Certificate in Consumer Credit**
 - **Professional Certificate in Stockbroking**
 - **Professional Certificate in Pensions**
 - **Professional Certificate in General Insurance (for QFAs)**
- **Registered Stockbroker** when you complete the **Professional Certificate in Stockbroking**
- **Chartered Banker** when you complete one of the following programmes:
 - **Graduate Diploma in Financial Services**
 - **Executive Masters in Risk Management**
- **LCOI** (managed on behalf of the ACOI) when you complete the **Professional Diploma in Compliance**

Helping you with CPD

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CPD programme supports include a suite of online CPD modules (eCPD), which cover:

- Financial services regulation
- Retail products
- Other relevant areas.

The CPD programme also includes:

- Seminars and live CPD webinars presented by leading industry experts and practitioners
- Accreditation of relevant in-company and other external training and events
- An online CPD record where you can manage and record your hours, and make your annual CPD return
- Compliance reporting for financial services firms.

The Institute has the largest CPD management system in Ireland with 21,000 registered members.

<http://www.iob.ie/>

Credit Union

The Accredited Product Adviser (APA) designation enables you to meet the Central Bank's Minimum Competency Code (MCC) requirements for advising on and/or selling certain retail financial products.

Students can choose to focus on (and become accredited in) just one area, or they can study and become accredited across a range of areas. Just two modules (the compulsory QFA Regulation and one other), will lead to any of five APAs, and every module thereafter will lead to subsequent designations*.

Successful students will receive the Professional Certificate in Financial Advice from UCD and can apply to LIA for the APA designation(s). The Certificate is a Level 7 qualification on the National Framework of Qualifications (NFQ) and each module is worth 5 ECTS credits.

** You must already hold either the APA (Loans) or the QFA designation before undertaking the Debt Management Services module.*

The Professional Diploma in Credit Union Advice is a professional qualification for Credit Union personnel. As is **The Professional Certificate in Credit Union Risk & Compliance (CUC)**

The Diploma course is designed to allow Credit Union staff to achieve a benchmark level of competency, specific to the requirements of their working environment. They **comprise of modules that lead to the CUA, APA (Loans) and APA (Savings & Investments) designations which are recognised under the Central Bank's Minimum Competency Code.**

Successful students will receive the Professional Diploma in Credit Union Advice award from UCD, which is accredited at Level 7 on the National Framework of Qualifications and each module is worth 5 ECTS credits

<https://www.lia.ie>

Note that it is the CUA and APA designations that are recognised by the Central Bank for Minimum Competency purposes (as distinct from the modules or academic qualifications completed) subject to meeting CPD requirements.

Insurance

Professional Certificate in Insurance (APA); This is the entry level qualification on The Insurance Institute's framework and is ideal for New Entrants to secure their regulatory licence and meet the requirements of the Central Bank's MCC.

Professional Diploma in Insurance (CIP); While the Professional Certificate in Insurance (APA) is the entry level and minimum requirement for compliance, the Professional Diploma in Insurance (CIP) is the benchmark qualification and the expected standard across the industry. The modules you study for the APA make up 50% of this Qualification, so once you've completed the APA, just three more modules stand between you and the industry standard.

Management Diploma in Insurance (MDI)

As an advanced qualification, the Management Diploma in Insurance (MDI) meets industry demand for more in-depth and specialised insurance expertise, as well as greater business acumen at management level. MDI modules also allow you to accumulate CII credits that count towards the total ACII qualification.

CII Advanced Diploma in Insurance (ACII)

The CII's

Advanced Diploma in Insurance is an advanced professional qualification for insurance staff working across all sectors of the industry.

<http://www.iii.ie>

Engineering

CPD Certificate in Professional Engineering

The transition from University or college life to the world of work requires substantial application and attention. The **CPD Certificate in Professional Engineering** has been specifically designed in partnership with leading employers to allow recent graduates (up to 12 months out) to get to grips quicker with the professional standards expected of those working in engineering-led teams and organisations. Participants will understand what is expected of them, how they should behave and what they can do to accelerate their professional development and career prospects.

Award: CPD Certificate in Professional Engineering (Level 9, 5 ECTS)

Duration: 6 months

<http://www.engineersireland.ie>

<http://www.engineersireland.ie/cpd-training/cpd-training/future-professionals-series/cpd-certificate-in-professional-engineering.aspx>

There are also other short add on courses such as:

- Assessment and Maintenance of Masonry Arch Bridges
- Design of Vehicle Restraint Systems Course
- Technical Report Writing
- Design of Vehicle Restraint Systems Course
- Introduction to BIM using Revit

Quantity Surveyors

SCSI Accredited Courses

In order to become a Chartered Surveyor, you must have an accredited qualification and then undertake the **Assessment of Professional Competence (APC)** a structured period of on the job training and assessment.

The Society of Chartered Surveyors Ireland accredits courses in the Republic of Ireland for the purpose of enrolling on to the APC. Currently there are 16 courses accredited by SCSI — these are also recognised by the worldwide professional body, the Royal Institution of Chartered Surveyors

Assessment of Professional Competence (APC)

The APC is comprised of a set list of skills — or competencies — set out by each of the Society's Professional Groups. In order to become Chartered within one of these Professional Groups, a candidate must attain these competencies to the required level. The competencies are a mix of interpersonal, business and technical skills

<https://www.scsi.ie/>

Law

Minimum 2016 CPD Requirement - 18 hours

Solicitor who is **NOT** a sole practitioner or a compliance partner and/or an anti-money laundering compliance partner: the CPD requirement for the 2016 cycle is **18 hours**, to include a minimum of 3 hours management and professional development skills and a minimum of 2 hours regulatory matters.

Solicitor who **IS** a sole practitioner or a compliance partner and/or an anti-money laundering compliance partner: the CPD requirement for the 2016 cycle is **18 hours**, to include a minimum of 3 hours management and professional development skills and a minimum of 3 hours regulatory matters, of which at least 2 hours shall be accounting and anti-money laundering compliance.

There is a maximum limit of 7 hours CPD which may be completed within a single day and a maximum of 50% of a solicitor's minimum CPD requirement (modified or otherwise) may be claimed

for time spent in relevant eLearning and/or writing relevant material that is published in any one CPD cycle.

Ways of completing CPD

There are three different ways of undertaking the minimum 2016 CPD requirement - group study format and/or by eLearning and/or writing relevant material that is published.

Group Study

Group study means an organised session of CPD undertaken by three or more persons, for a period of not less than thirty minutes. Physical attendance by the solicitor is required. Therefore, the watching of a 'live feed' of a conference/seminar/training session may not be claimed as group study (but may be claimed as eLearning).

eLearning

A maximum of 50% of a solicitor's minimum CPD requirement (modified or otherwise) may be claimed for time spent in relevant eLearning. Accordingly, a solicitor who practises on a full-time basis may claim a maximum of 50% of the minimum annual CPD requirement (i.e. a maximum of 9 hours CPD during the 2016 cycle).

If a solicitor has a modified CPD requirement, s/he may complete up to a maximum of 50% of his/her modified CPD requirement via eLearning. For example, a solicitor with a modified 2016 CPD requirement of 9 hours CPD, may complete a maximum of 4.5 hours CPD via eLearning during the 2016 cycle.

A senior practitioner may complete a maximum of 1.5 hours CPD (being 50% of the modified CPD requirement for a senior practitioner) by eLearning during 2016.

Writing relevant material that is published

A maximum of 50% of a solicitor's minimum CPD requirement (modified or otherwise) may be claimed for time spent writing a relevant article or section of a legal periodical or textbook. Therefore, if a solicitor practises on a full-time basis, s/he may claim a maximum of 50% of the minimum annual CPD requirement (i.e. a maximum of 9 hours CPD during the 2016 cycle).

If a solicitor has a modified CPD requirement, s/he may complete up to a maximum of 50% of his/her modified CPD requirement for time spent writing relevant material. For example, a solicitor with a modified 2016 CPD requirement of 9 hours CPD, may complete a maximum of 4.5 hours CPD for time spent writing relevant material during the 2016 cycle.

A senior practitioner may claim a maximum of 1.5 hours CPD (being 50% of the modified CPD requirement for a senior practitioner) for time spent writing relevant material during 2016.

<https://www.lawsociety.ie/>

HR

CIPD Foundation Level 3 Certificates

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(Equivalent to A-level) CIPD Certificate in HR Practice CIPD Level 3 Foundation Certificate in Learning and Development

CIPD Intermediate Level 5 Certificates/Diplomas

(Equivalent to degree level) CIPD Intermediate Certificate in HR Management CIPD Level 5 Intermediate Certificate/Diploma in Learning and Development

CIPD Advanced Level 7 Certificates

(Postgraduate level) CIPD Level 7 Advanced Certificate / Diploma in Human Resource Management CIPD Level 7 Advanced Certificate / Diploma in Human Resource Development

Intermediate level 5 qualifications are equivalent to degree level.

One of these qualification are for you if you're looking to progress your career in HR or L&D by improving your knowledge and skills. Qualifications at this level will help you develop your ability to evaluate the effectiveness of HR and L&D models and practices, increase your understanding of organisations, whilst also developing your planning, analytical and problem-solving skills.

Successful completion of any of the CIPD Certificates listed below automatically leads to Associate membership of the CIPD. Associate membership is the first level of professional membership of the CIPD, and allows you to use the designation **Assoc CIPD** after your name to showcase your credentials. It's an achievement that makes you stand out in your career and is respected and valued by employers. It also emphasises your commitment to continuing professional development and a desire to stay current.

Advanced level 7 qualifications are equivalent to postgraduate level. They are for people involved in implementing strategy and developing policies.

Set at postgraduate level, CIPD advanced level 7 qualifications are the most widely recognised professional qualifications in the field of HR or L&D and are ideal for those aspiring to become a Chartered member of the CIPD.

Successful completion of any of the CIPD Certificates listed below automatically leads to Associate membership of the CIPD. Associate membership is the first level of professional membership of the CIPD, and allows you to use the designation **Assoc CIPD** after your name to showcase your credentials. It's an achievement that makes you stand out in your career and is respected and valued by employers. It also emphasises your commitment to continuing professional development and a desire to stay current.

Successful completion of the CIPD Diploma at advanced level 7 means you've got the knowledge required to work towards CIPD Chartered Member (MCIPD) or Chartered Fellow (FCIPD).

<http://shop.cipd.co.uk>