

INSTRUCTOR-LED ONLINE CLASSES

Save Time and Money with Online Courses

CFT/ABA courses are now more convenient than ever before. All you need is a computer with internet connection and an active e-mail account. That means employees don't have to leave the office or even home to get training, which saves time and travel costs.

Instructor-Led Classes

Students enrolled in CFT online classes enjoy the flexibility of not being required to be online at a specific day or time and the convenience of having an instructor with subject matter expertise only an e-mail away. Programs are taught by experienced and knowledgeable training specialists. Choose from a variety of courses that can boost your career and the quality of your financial services. Instructor-led courses are offered in 5 through 16 weeks formats.

Make a Smart Investment

It's easy to see what a big difference these courses can make to your bank and your bottom line. Yet despite their value, they cost very little.

Textbook/Learning Materials

The textbook cost for 10, 15 and 16-week courses is included in the tuition. The 5-week course learning materials are available online. A fee of **\$27.00** will be added to the invoice for shipping and handling of textbooks. Please be advised that there is a **\$14.00** individual registration fee for all classes.

How Online Courses Work

The course will be facilitated by an instructor who will guide you through each lesson and is available to answer questions and provide feedback on your assignments.

Each week you will receive an assignment over the Internet. The assignment will include:

- Reading a chapter in your textbook (mailed to you prior to the start of your course) or from your online course material.
- Completing a short assignment and either forwarding the assignment electronically to your instructor or posting it on the electronic class Discussion Board.
- Taking a self-check test.

In addition, you will also have assignments where you will collaborate with other students using electronic discussion boards and e-mail.

Examinations

Quizzes and exams are administered electronically and are submitted to the instructor for grading. CFT believes strongly in making every student's online technical experience as easy as possible. We support students by having our own technical team available to students 24 hours a day! The industry standard for online course completion is less than 50%, but thanks to the dedication of CFT students and instructors, better than 95% of CFT students successfully complete their online course. CFT is confident that you will too! The semester length courses (10, 15 and 16-weeks) have a mid-term examination and a final examination. The 5-week seminars have a final examination only.

Proctored Examination Required

You will need to identify a person from your institution to proctor your exams Monday – Friday,

between 9 a.m. and 5 p.m. Eastern US time, including a Human Resources training manager, supervisor, or someone from the management team of your organization. **Make sure to arrange your proctor well in advance of your exam date.**

If you do not work with an institution, you will need to contact CFT to request they proctor your exam. You will be asked to provide the telephone number of your proctor in case we need to reach that person for verification. A relative or friend cannot proctor an exam. All parties must abide by the policy. **There are no exceptions.**

Withdrawal Policy

A student who must withdraw from a CFT instructor-led on-line course must submit a written cancellation. Students who withdraw 7 days or more before the start date of the class are not subject to a withdrawal fee. Students who withdraw between 6 days before the class begins and 11 days from the start date will be responsible for a withdrawal fee of **\$150.00** plus book cost (if applicable) unless the book is returned in new condition within 7 days. A student who withdraws after 11 days from the start date will be responsible for the full class tuition.

ABA INSTRUCTOR-LED ONLINE CLASSES

Course Title	Start Date	End Date	Length	Credits	Price (Member)	Price (Nonmember)
Analyzing Bank Performance (w/Textbook)	09/11/23	10/27/23	7 Weeks	3	660.00	870.00
Banking Fundamentals Curriculum <i>All 3 courses below offered together at a discount</i>			12 Weeks	3	595.00	795.00
The Banking Industry	09/05/23	09/29/23	4 Weeks	1	215.00	285.00
Bank Lines of Business	10/09/23	11/03/23	4 Weeks	1	215.00	285.00
Building Customer Relationships	11/27/23	12/22/23	4 Weeks	1	215.00	285.00
Commercial Lending (w/Textbook or eBook)	10/16/23	01/19/24	12 Weeks	3	455.00	540.00
Consumer Lending (w/Textbook or eBook)	10/30/23	03/01/24	16 Weeks	3	405.00	515.00
General Accounting	11/06/23	03/08/24	18 Weeks	3	471.00	566.00
Introduction to Agricultural Lending	09/25/23	11/17/23	8 Weeks	3	475.00	575.00
Marketing Management	10/23/23	11/17/23	4 Weeks	3	300.00	375.00
Money and Banking	10/30/23	03/01/24	18 Weeks	3	430.00	561.00
ABA EXECUTIVE PROGRAMS						
Certificate in Bank Financial Management (Full Curriculum at a discount - All 4 courses below included)					2195.00	2895.00
Analyzing Bank Performance (w/Textbook)	09/11/23	10/27/23	7 Weeks	3	660.00	870.00
Managing Interest Rate Risk	10/30/23	01/05/24	8 Weeks	3	660.00	870.00
Managing Funding, Liquidity and Capital	N/A	N/A	5 Weeks	3	660.00	870.00
Managing the Bank's Investment Portfolio	N/A	N/A	5 Weeks	3	660.00	870.00



INSTRUCTOR-LED ONLINE CLASSES

Course Title	Start Date	End Date	Length	Credits	Price (Member)	Price (Nonmember)
Accounting	09/11/23	11/27/23	12 Weeks	3	760.00	860.00
Accounting	10/23/23	01/08/24	12 Weeks	3	760.00	860.00
Accounting	12/04/23	02/19/24	12 Weeks	3	760.00	860.00
Analyzing Financial Statements	09/11/23	12/07/23	16 Weeks	3	760.00	860.00
Analyzing Financial Statements	12/11/23	02/26/24	12 Weeks	3	760.00	860.00
Business Communication	09/11/23	11/27/23	12 Weeks	3	760.00	860.00
Business Communication	10/30/23	01/15/24	12 Weeks	3	760.00	860.00
Business Math	09/18/23	12/04/23	12 Weeks	3	760.00	860.00
Business Math	10/23/23	01/08/24	12 Weeks	3	760.00	860.00
Business Math	12/11/23	02/26/24	12 Weeks	3	760.00	860.00
Commercial Lending	08/28/23	11/13/23	12 Weeks	3	760.00	860.00
Commercial Lending	10/16/23	01/01/24	12 Weeks	3	760.00	860.00
Commercial Lending	12/04/23	02/19/24	12 Weeks	3	760.00	860.00
Consumer Lending	09/25/23	12/11/23	12 Weeks	3	760.00	860.00
Consumer Lending	11/20/23	02/05/24	12 Weeks	3	760.00	860.00
Customer Service Excellence	10/02/23	12/18/23	12 Weeks	2	695.00	795.00
Customer Service Excellence	11/13/23	01/29/24	12 Weeks	2	695.00	795.00
Deposit Account and Services	10/02/23	12/18/23	12 Weeks	2	695.00	795.00
Deposit Account and Services	12/11/23	02/26/24	12 Weeks	2	695.00	795.00
Economics	09/18/23	12/04/23	12 Weeks	3	760.00	860.00
Economics	11/20/23	02/05/24	12 Weeks	3	760.00	860.00
Financial Accounting	11/16/23	01/22/24	12 Weeks	3	760.00	860.00
Human Resource Management	08/21/23	11/06/23	12 Weeks	3	760.00	860.00
Human Resource Management	11/13/23	01/29/24	12 Weeks	3	760.00	860.00
Law and Banking: Applications	09/11/23	11/27/23	12 Weeks	3	760.00	860.00
Law and Banking: Applications	11/13/23	01/29/24	12 Weeks	3	760.00	860.00
Law and Banking: Principles	09/25/23	12/11/23	12 Weeks	3	760.00	860.00
Law and Banking: Principles	12/04/23	02/19/24	12 Weeks	3	760.00	860.00
Leading Your People to Success	10/02/23	12/18/23	12 Weeks	2	695.00	795.00
Leading Your People to Success	12/11/23	02/26/24	12 Weeks	2	695.00	795.00
Management	09/25/23	12/11/23	12 Weeks	3	760.00	860.00
Marketing	08/21/23	11/06/23	12 Weeks	3	760.00	860.00
Marketing	09/25/23	12/11/23	12 Weeks	3	760.00	860.00
Marketing	10/30/23	01/15/24	12 Weeks	3	760.00	860.00
Marketing	11/20/23	02/05/24	12 Weeks	3	760.00	860.00
Money and Banking	08/21/23	11/06/23	16 Weeks	3	760.00	860.00
Money and Banking	10/02/23	12/18/23	16 Weeks	3	760.00	860.00
Money and Banking	12/11/23	02/26/24	16 Weeks	3	760.00	860.00
Organizational Behavior	10/16/23	01/01/24	12 Weeks	3	760.00	860.00
Principles of Banking	08/14/23	10/30/23	12 Weeks	3	760.00	860.00
Principles of Banking	08/28/23	11/13/23	12 Weeks	3	760.00	860.00
Principles of Banking	09/11/23	11/27/23	12 Weeks	3	760.00	860.00
Principles of Banking	09/25/23	12/11/23	12 Weeks	3	760.00	860.00
Principles of Banking	10/16/23	01/01/24	12 Weeks	3	760.00	860.00
Principles of Banking	10/30/23	01/15/24	12 Weeks	3	760.00	860.00
Principles of Banking	11/13/23	01/29/24	12 Weeks	3	760.00	860.00
Principles of Banking	12/04/23	02/19/24	12 Weeks	3	760.00	860.00
Real Estate Appraisal	10/16/23	01/01/24	12 Weeks	3	760.00	860.00
Real Estate Finance	10/02/23	12/18/23	12 Weeks	3	760.00	860.00
Real Estate Law	10/16/23	01/01/24	12 Weeks	3	760.00	860.00
Residential Mortgage Lending	09/11/23	11/27/23	12 Weeks	3	760.00	860.00
Residential Mortgage Lending	10/30/23	01/15/24	12 Weeks	3	760.00	860.00
Residential Mortgage Lending	12/04/23	02/16/24	12 Weeks	3	760.00	860.00
Selling Fundamentals	09/18/23	12/04/23	12 Weeks	3	760.00	860.00
Selling Fundamentals	11/06/23	01/22/24	12 Weeks	3	760.00	860.00

Course Title	Start Date	End Date	Length	Credits	Price (Member)	Price (Nonmember)
Statistics	10/16/23	01/05/24	12 Weeks	3	760.00	860.00
Supervision	09/18/23	12/04/23	12 Weeks	3	760.00	860.00
Supervision	11/06/23	1/22/24	12 Weeks	3	760.00	860.00
Teller Operations	10/23/23	01/08/24	12 Weeks	2	695.00	795.00
The Future of Business	09/11/23	11/17/23	12 Weeks	1	760.00	860.00

CFT/MIAMI DADE COLLEGE MICROCOMPUTER ACADEMY

MICROSOFT OFFICE

Microsoft Access – Level 1, 2 & 3	Hours may vary.	Prices may vary.
Microsoft Excel – Level 1, 2 & 3	Hours may vary.	Prices may vary.
Microsoft Office – Level 1, 2 & 3	Hours may vary.	Prices may vary.
Microsoft Outlook – Level 1, 2 & 3	Hours may vary.	Prices may vary.
Microsoft PowerPoint – Level 1, 2 & 3	Hours may vary.	Prices may vary.
Microsoft Word – Level 1, 2 & 3	Hours may vary.	Prices may vary.

IN HOUSE / ON-SITE TRAINING

We can address virtually every training issue.

Let us put our expertise in solving training challenges to work for you. Our faculty is made up of seasoned, dynamic professionals with years of experience and expertise in the financial services industry. Whether you're looking to train a topic or a specific audience, CFT has the content and **Subject Matter Expert** to help you!

Customization – focusing on your needs.

CFT's faculty would be glad to customize any program, focusing on your specific issues, moving right to the heart of your training needs.

It's hassles free and convenient.

We take care of the details and work with you every step of the way to make sure the training is just what you want it to be. We will present a program at a location and time that is most convenient for you and your staff, to include live virtual training.

ROI-It's a prudent training investment.

What better way to keep your staff at their peak than with specialized training presented by experts on the issues that matter most to you. The bottom-line payoffs are tremendous.