UCLA Extension

explore. experience. expand.

Business, Management & Legal

Personal Financial Planning

CFP Board-Registered Programs

Evening and Online • Accelerated Hybrid • CFP® Review

A Career With a Bright Future

According to the Bureau of Labor Statistics, employment for personal financial planners is projected to be among the fastest-growing occupations, with an expected growth rate of 30% through 2018. As the demand for qualified personal financial planners grows, keen competition will continue for these well-paying jobs. Financial advisors who have extensive educational training, CFP® certification, and a full grasp of the financial planning process are expected to have the best opportunities.

The Financial Planning Professional

Whether working for a large firm or self-employed, good interpersonal skills, an aptitude for working with numbers, and proper training are among the most important qualifications for personal financial planners. Self-confidence and the ability to work independently are important as well.

Because the field is sales-oriented, planners need to show strong communication skills while also displaying high ethical standards. Successful planners must also continually deliver high customer service and be able to make clients feel comfortable by presenting complex financial concepts in an easy-to-understand language.

Prepare for Your Career with UCLA Extension

Whether you're considering a career change into financial planning or are already in the field and want to expand your prospects, UCLA Extension has the program options to meet your needs!

UCLA Extension offers 2 CFP Board-registered certificate programs. Recognized by employers throughout Los Angeles and beyond, these programs equip students with a thorough understanding of the entire financial planning process and provide relevant coursework for students who are planning to sit for the CFP® Certification Examination.

Students are provided a comprehensive curriculum taught by recognized professionals that is both current and relevant to industry trends and practices. Working professionals have the flexibility to complete their coursework through live classroom sessions or through instructor-led online classes.

Two Program Options

Evening and Online

This 8-course certificate program is ideal for students who desire a more traditional format. Coursework is completed through live classroom courses held during the evening or through an instructor-led online format. The required curriculum can be completed within 2 years.

Accelerated Hybrid

This rigorous 6-course certificate program is designed for financial services professionals with at least 3 years experience. The curriculum is comprised of 5 core courses and the Financial Plan Development capstone course. The hybrid format blends live classroom sessions with online review modules and testing. The required curriculum is completed in 6 months.

Further Information

Visit ***uclaextension.edu/pfpProg12***

> “I really liked the pace of the program. It provided a comprehensive education in all the areas of financial planning and the instructors were all professionals in the specific areas that they were teaching. Hearing stories of client situations as they relate to the textbook concepts was extremely valuable in the learning process.”

Kim Bright
UCLA Extension Certificate Graduate

Personal Financial Planning Programs

UCLA Extension's nationally recognized certificate programs encompass the major disciplines of personal financial planning with an emphasis on fully understanding the financial planning process. The programs also provide relevant coursework for students who are preparing for the CFP® Certification Examination. All candidates completing a program are awarded a certificate that bears the gold seal of the University of California and is signed by the Dean of UCLA Extension.

Evening and Online Program

This traditional 8-course certificate program is ideal for individuals who are considering a career transition into the financial planning field or for current financial professionals who wish to expand their knowledge and career prospects. Students complete their coursework on a quarterly open-enrollment schedule, enrolling in either live evening classes or instructor-led online courses.

Introductory Courses

X 430.31 Survey of Personal Financial Planning
X 430.391 Financial Analysis in Personal Financial Planning

Core Courses

X 427.904 Retirement Plans and Other Employee Benefits
X 430.32 Investments in Personal Financial Planning
X 430.33 Income Taxation in Personal Financial Planning
X 430.35 Insurance in Personal Financial Planning
X 439.3 Estate Planning

Capstone Course

X 430.38 Personal Financial Planning Capstone

Required Ethics Seminar

833.379 Ethics in Personal Financial Planning

Enrollment Process

It is recommended that students enroll in the certificate after completing their first 2 courses in the program.

Further Information

Visit ***uclaextension.edu/pfp12***

Accelerated Hybrid Program

This 6-course certificate program is offered 3 times per year and allows students to complete their coursework at an accelerated pace. The program is restricted to students with a four-year degree and minimum of 3 years experience in financial services or 3 years experience as a CPA, attorney, CLU, CFA, ChFC, or EA. A Series 7 license is highly recommended.

Courses in this program are offered in a hybrid format blending live classroom instruction with online review modules and testing. The core courses are scheduled once per month, Friday through Sunday, from 8am to 6pm followed by 1 week of online review and testing. Students are expected to pre-study (120-150 hours) course materials prior to each core course. The capstone course meets live in the classroom over two weekends, Saturday and Sunday from 8am to 6pm, with a 3 week online session running in between the two scheduled weekends.

Core Courses

X 430.511 Financial Planning Process and Insurance
X 430.512 Investment Planning
X 430.513 Income Tax Planning
X 430.514 Retirement Planning
X 430.515 Estate Planning

Capstone Course

X 460.516 Financial Plan Development and Presentation Course

Enrollment Process

Enrollment in the entire program is required. Students must complete an application to confirm eligibility.

Further Information

Visit ***uclaextension.edu/pfpAcc12***

> The review classes were truly top notch. The instructors did an excellent job preparing me, especially in combination with the pre-study materials. The CFP® Certification Examination would have been truly impossible without this course.

Patrick Stark
UCLA Extension Certificate Graduate

CFP® Review Program and Certification

CFP® Exam Review Program

Students who are planning to sit for the CFP® Certification Examination are highly encouraged to enroll in an exam review course in order to fully prepare for this difficult exam. UCLA Extension offers two live instructor-led review courses which are scheduled 3 times per year prior to the March, July, and November exams:

- **6-Day CFP® Exam Review**
- **4-Day CFP® Exam Review Primer**

These courses provide an extensive review of the personal financial planning topics that form the basis of the CFP® Certification Examination. The courses are ideal for students who have completed a CFP Board-registered educational program or individuals with certain professional credentials (e.g., CPA®, JD, CFA®, ChFC, CLU) who plan to sit for the exam on a "challenge" status. Discounted fees are offered to students officially enrolled in UCLA Extension's Personal Financial Planning Certificates.

CFP® Certification

Recognized as the gold standard in the financial planning profession, the CFP® certification is highly regarded both by industry and by potential clients. Candidates seeking the CFP® certification must go through a rigorous process that encompasses the following 4 areas:

1) Education

Candidates have 3 options for meeting the educational requirement:

- Complete a CFP Board-registered program
- Challenge Status: CPA®, CFA®, CLU, ChFC, JD, PhD in business or economics, or Doctor of Business Administration
- Transcript Review: Combining college coursework with certain professional credentials

UCLA Extension's Personal Financial Planning Certificates are CFP Board-registered and fulfill the educational component for CFP® certification.

2) Experience

Up to 3 years of full-time (or equivalent part-time) qualifying work experience that must include supervision, direct support, and teaching or personal delivery of all, or any portion, of the financial planning process.

3) Examination

Candidates must successfully pass the CFP® Examination which assesses the ability to apply financial planning knowledge to real-life financial planning situations. The exam is given 3 times a year: March, July, and November.

4) Ethics

Candidates must sign an ethics statement and agree to adhere to the Code of Ethics and Professional Responsibility and Financial Planning Practice Standards.

Bachelor's Degree Requirement

In addition to completing courses that cover the financial planning topics required for CFP® certification, a bachelor's degree is also required to attain CFP® certification.

Financial Plan Development Course

Beginning in 2012, the education requirements for CFP® certification include completion of a financial plan development course registered with CFP Board. Completion of the course is required for students of CFP Board-Registered Programs whose initial dates of matriculation (initial enrollment) occur on or after January 1, 2012 as well as for those who register under "Challenge" status for the CFP® Certification Examination.

Further Information

For more information on becoming a CFP® certificant, contact CFP Board at (800) 487-1497 or visit *CFP.net*.

Additional Industry Licensure

The Financial Industry Regulatory Authority (FINRA) is the main licensing organization for the securities industry. Most financial planners will need the Series 7 and Series 63 or 66 licenses. These licenses give their holders the right to act as a registered representative of a securities firm and to give financial advice. If a personal financial planner chooses to sell insurance, they will need additional licenses issued by State licensing insurance boards.

Resources to Get You There

Take an important step toward being the next generation of qualified financial planners! To help assist our students in their career development efforts, UCLA Extension provides ongoing access to a number of career-related resources. By working closely with employers, advisory boards, CFP Board, and professional associations, students are assured of networking opportunities both in and outside the classroom.

Career Events

UCLA Extension hosts a number of annual career events where students can meet and network with industry veterans as well as representatives from professional associations and organizations. Career panels are included to help students learn more about the financial planning profession.

CareerSpot

Special career services are available to our current Certificate Students and Certificate Graduates. This includes access to BruinView, UCLA's job board; online resume critique service; and virtual 1:1 career counseling.

Internships

The Internship in Personal Financial Planning provides students with practical experience in a variety of financial planning job functions and the opportunity to apply the materials studied in the classroom. Students must complete a minimum of 5 courses in the certificate program before enrolling in the internship. Upon completion students will be granted 3 months of credit toward the CFP Board's work experience requirement.

Professional Associations

Students are encouraged to join and participate in relevant professional associations to help further expand their career development skills and engage in networking opportunities. UCLA Extension works closely with the Financial Planning Association (FPA) and National Association of Personal Financial Advisors (NAPFA) with regard to promoting student membership and participation in chapter meetings and events. Members of these organizations also receive discounted fees to UCLA Extension personal financial planning courses.

FPA_LA New Professionals

Become part of the financial planning community and profession early in your career by joining the FPA_LA New Professionals. This group of emerging professionals is designed to focus on the specific needs of personal financial planning students and recent graduates as they transition into the field or advance their current career.

Industry Resource Guide

Certified Financial Planner Board of Standards (CFP Board)

(800) 487-1497 | *CFP.net*

Financial Planning Association (FPA)

(800) 322-4237 | *fpanet.org*

The National Association of Personal Financial Advisors (NAPFA)

(847) 483-5400 | *napfa.org*

Financial Industry Regulatory Authority (FINRA)

(301) 590-6500 | *finra.org*

Securities and Exchange Commission (SEC)

(800) 732-0330 | *sec.gov*

California Department of Insurance

(800) 967-9331 | *insurance.ca.gov*

Securities Industry and Financial Markets Association (SIFMA)

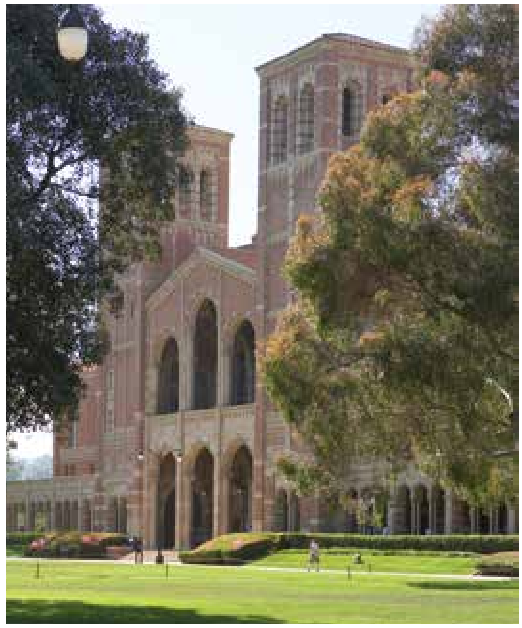
(212) 313-1000 | *sifma.org*

Investment Management Consultants Association (IMCA)

(303) 770-3377 | *imca.org*

U.S. Department of Labor: Bureau of Labor Statistics

(202) 691-5200 | *bls.gov*



Start Your Journey to Success

Contact a UCLA Extension representative today for more information on the following:

Certificates

(310) 206-1654

bamcertificate@uclaextension.edu

This unit provides many services to students enrolled in certificates, including course selection and advisement, record maintenance, transcript evaluations, problem resolutions, and internships.

Individual Courses

(310) 206-1579

pwilliam@uclaextension.edu

For questions about course content, instructors, textbooks, location, and advance course scheduling.

Corporate Training

(310) 206-7248

rburnes@uclaextension.edu

Company discounts are available to employers sending 3 or more employees to any individual course. Also learn how our courses can be brought to your site and custom-tailored to meet your organization's specific scheduling requirements.

About UCLA Extension

UCLA Extension is the continuing education division of the University of California at Los Angeles (UCLA). We offer courses evenings and weekends in Westwood and Downtown LA, plus online classes available around the globe. Courses range from business, arts, engineering, and IT to entertainment studies, public policy, public health, the humanities, and more. Explore UCLA Extension at: ***uclaextension.edu***

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