



Norwich's Independent Financial Voice

FINANCIAL CAREERS IN NORFOLK 2010 - 2011



Swiss Re





Norwich's Independent Financial Voice

Fig brings together the banking, insurance and finance sector in Norfolk. For more information visit the Fig website, www.fignorfolk.com

This booklet and the Fig Student Convention have been created and sponsored by the Financial Industry Group and supported by The National Skills Academy for Financial Services in Norwich / City College.

Fig is very grateful to the following organisations for sponsorship of the Fig Student Convention:

Norfolk County Council
Chartered Institute for Securities & Investment
Alan Boswell Group
Swiss Re
Validus ivc
Virgin Money.

We would also like to thank the Personal Finance Education Group for its support with the Money Circus.

For more information about classes at City College or to reach its Schools Liaison team contact the City College Advice Shop on 01603 773067 or 773068.

A pdf of this booklet is available at www.fignorfolk.com

Welcome

Welcome to the Fig Careers in Norfolk booklet for 2010 - 2011, created by the Financial Industry Group, Norwich's independent financial voice.

There are plenty of fantastic opportunities for a really exciting financial industry career here in Norfolk, with companies working in all areas of finance. We have employers of all sizes - from those with thousands of staff to those with just a handful - and businesses operating locally, nationally and globally.

You also have the very best options to get your training as Norwich boasts a leading National Skills Academy for Financial Services right in the city centre. It is run by City College, a long-standing partner of Fig.

Norwich is by far the largest general insurance centre in the UK and the largest financial centre in the East of England. In fact, more than a quarter of the Norwich workforce is employed in financial services, making it the largest employer in the city.

I hope this booklet makes you want to find out more about joining our exciting sector.

A handwritten signature in black ink that reads "Marjorie".

Marjorie Eade
Director, Financial Industry Group

Introduction

We created this book for students and careers teachers to use at the financial industry Student Convention, but we have included a lot of other useful information about working in the sector so that it will have a long and useful life!

We begin with the **Student Convention pages** - with space for **your notes** – and there are more Notes pages towards the back of the booklet.

Then the **Events** pages list seminars and lectures organised by local professional institutes over the **coming year** that **students and Careers Teachers are invited to attend**.

The **Resources** section is packed with helpful information, including details of **local financial businesses**, other **useful organisations** to contact, a **jargon-busting glossary** and an explanation of some **job roles** in finance.

Next comes a **Personal Account Record** to help keep control of your finances and, finally, information about **City College** and the **Financial Academy in Norwich** so you can find out about local courses that you might want to take to join the financial industry.

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Who is the Chartered Institute for Securities and Investment?

The Chartered Institute for Securities & Investment (CISI) is the largest and most widely respected professional body for those who work in the securities and investment industry in the UK. Evolved from the London Stock Exchange, we now have more than 40,000 members in 89 countries.

The CISI actively promotes the advancement of knowledge in the field of securities and investment in schools, colleges and universities. This allows the CISI to offer a strong foundation of knowledge for those considering a career in financial services.

The Certificate for Introduction to Securities & Investment

This certificate is the first CISI qualification to receive up to 60 UCAS points and is a two unit qualification:

Unit 1 - The Introduction to Securities & Investment – this unit is a multiple choice examination consisting of 10 modules. Topics covered include Bonds, Derivatives and Financial Services Regulation.

Unit 2 - Project component – This unit encourages students to research further into the area of the Introduction to Securities & Investment syllabus, based on topic titles provided by CISI, and for students to produce an essay of their findings.

The first unit is a core, professional benchmark qualification used by the wholesale financial services industry as an entry exam. It is already taken by a number of independent schools and further education colleges. With the addition of the project unit plus the UCAS tariff, the qualification will become more attractive to all types of schools and colleges throughout the UK.

“The Introduction to Investment gave me the first step into a career in the investment banking industry. It showed prospective employers my commitment to and interest in working within this sector. Through the course I gained a work placement and now have a full-time job with Citigroup.”

Kevin Harker, Senior Service Representative,
Warrants Settlements Department, Citigroup

Welcome to the Fig Student Convention 2010 - 2011

A talented workforce is critical to the future of the financial industry. I hope this convention will show you that the sector in Norfolk offers the opportunity for a rewarding and exciting career.

I also hope that this will be the first of many Fig Student Conventions.



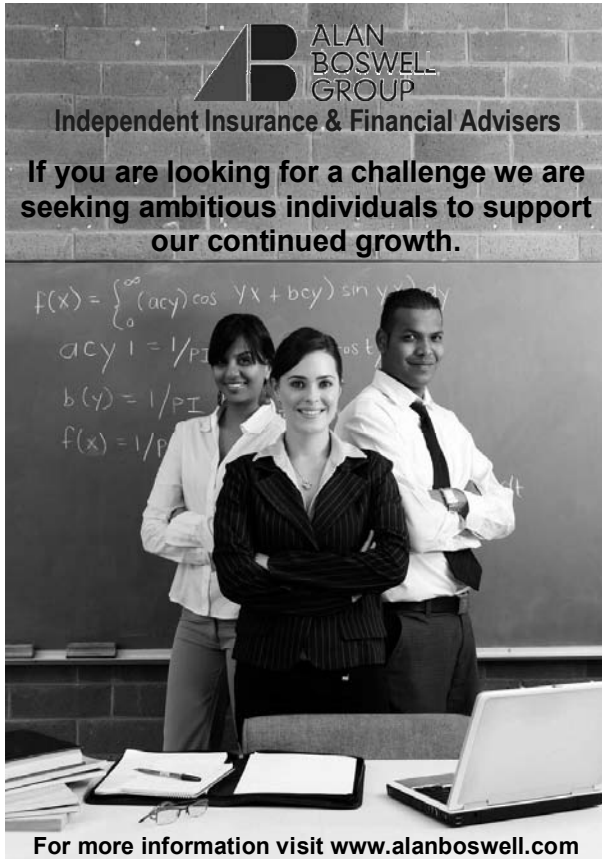
Norwich's Independent Financial Voice



Norwich's Independent Financial Voice

Fig Student Convention 2010 - 2011

You can use the following pages for notes when you speak to the employers you will be meeting at the convention. There are spare pages for notes towards the back of the book.



ALAN BOSWELL GROUP
Independent Insurance & Financial Advisers

If you are looking for a challenge we are seeking ambitious individuals to support our continued growth.

$f(x) = \int_0^{\infty} (acy) \cos yx + (bcy) \sin yx dy$
 $acy = 1/pI$
 $b(y) = 1/pI$
 $f(x) = 1/p$

For more information visit www.alanboswell.com

The Alan Boswell Group is established as one of East Anglia's leading Independent Insurance Brokers and Financial Advisers.

Our expertise and outstanding knowledge allows us to offer a truly independent and unique personal and comprehensive service.

We provide Independent Financial Advice and Insurance Broking services through the four trading divisions based in Norwich, Attleborough and Bury St Edmunds, where we have dedicated teams of professionals so whether it is a policy enquiry, investment advice, or an urgent claim there is always someone familiar to help.

We believe that our rapid organic growth and success in retaining business is testament to a philosophy in offering truly independent advice and an efficient personal service and our aim is to be the first choice when it comes to putting together innovative and cost-effective insurance schemes.

We are firm believers in the personal touch and we are dedicated to providing our customers with a service of the highest quality in our commitment to keep the focus on people. To support our growth we continue to develop our outstanding team of people with the skills and innovative thinking to support this goal and recruit applicants with potential to drive our vision forward.

Treating customers fairly is central to our business and achieving a fair deal for them is paramount to us. This ethos is reinforced by rigorous compliance and audit processes.

We are sponsors of the National Skills Academy for Financial Services in Norwich, hold the Investors in People standard and are ISO9001:2008 accredited.

www.alanboswell.com





With 300 years of insight.

We're the world's sixth-largest insurance group and the biggest in the UK, with 46,000 employees serving around 53 million customers worldwide.

www.aviva.com

Notes area with 12 horizontal grey bars for writing.



Barclays is a global financial services organisation, providing retail and commercial banking, credit cards, investment banking, wealth management and investment management services to more than 48 million customers.

With operations in more than 50 countries and over 144,000 colleagues internationally, Barclays offers opportunities for the best candidates to shine at every career level.

www.barclaybranchecareers.co.uk

12 horizontal grey bars for taking notes.

Marsh is the world's leading insurance broker and risk adviser.



With 23,000 employees in over 80 countries, Marsh offers varied, exciting and fulfilling job opportunities. From international airlines to small media businesses, major pharmaceutical companies to entrepreneurial start-ups, all our clients benefit from our skills and innovative solutions which help them to turn risk into competitive advantage.

We aim to inspire everyone in the Company to continually develop themselves, learn new skills and explore fresh challenges. The nature of our business means that we have wide-ranging and diverse roles, ranging from client management, insurance broking and risk consulting to opportunities in support services such as IT, human resources, legal and communications.

We actively encourage our people to gain professional qualifications and support professional and personal development. Examples include professional qualifications, leadership development, core business skills, high potential programmes and e-learning initiatives.

For further information, contact:
HR Department: 01603 207792 E-mail: uk.recruitment@marsh.com www.marsh.co.uk

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Leadership, Knowledge,
Solutions...Worldwide.

MARSH

Horizontal lines for taking notes.

Swiss Re



Swiss Re's Admin Re UK operation has in the region of 2,000 employees nationwide, 550 in Norwich and the remainder based at our other locations in Telford, Hitchin and London.

Our Norwich office, which opened in October 2007 following a landmark agreement between Swiss Re and Aviva to administer circa 3 million policies on their behalf, has a Customer Contact Centre which handles around 100,000 calls per month as well as an Administration Department responding to some 38,000 requests per month.

Admin Re® is a key solution through which Swiss Re acquires closed blocks of in-force life and health insurance business, either through reinsurance or corporate acquisition, and typically assumes responsibility for administering the underlying policies.

The administration of the business may be managed directly by Swiss Re or, where appropriate, in partnership with a third party.

Admin Re® allows insurers to release capital and gain access to future profit streams from non-core portfolios. It also increases operational efficiency by removing the need for life insurers to maintain legacy administrative systems.

An Admin Re® transaction can involve the acquisition of individual blocks of business or can extend to the purchase of an entire life insurance company.

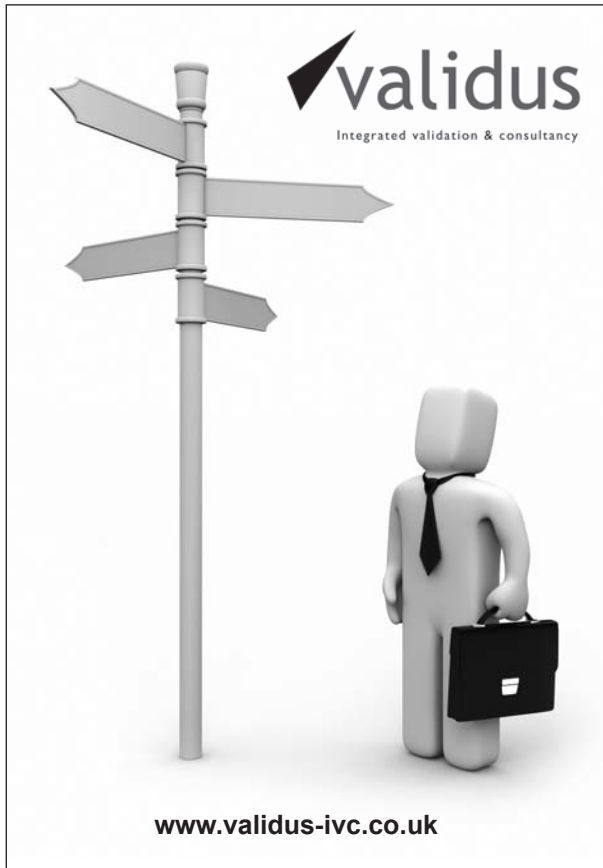
Admin Re[®] enables a company and its shareholders to exit a line of business or market and redeploy the resulting capital and available resources to core operations or new ventures.

In addition, Swiss Re has superior experience with the complexities of securing regulatory approval, converting administrative systems and managing books of business in run-off for the continuing benefit of policyholders.

Our strong understanding of local market products, along with our expertise in compliance, regulation, tax and employment issues, position Swiss Re as the leader in this type of business.

The Admin Re[®] concept began in the United States. Since 1998, Swiss Re has acquired more than 40 blocks of business spanning a range of product types.





Validus is one of the fastest growing privately owned companies in the region, employing more than 120 staff from our city centre offices in Norwich.

We are leaders in the delivery of innovative, technology-based cost reduction solutions to the motor claims sector.

Our market position is unique, enabling us to generate significant operational and financial savings for our clients by analysing and settling credit hire invoices accurately and efficiently.

Currently working with 20 major insurance companies, we have saved them in excess of £40 million in claims spend alone since trading began in Spring 2008.

We also provide transparency and market-leading business intelligence to help insurance companies develop and improve their services to clients.

At Validus we employ friendly, determined, hard-working people who care about giving our clients the best possible service. We invest heavily in the training and development of our staff. We aim to recruit individuals who can grow and progress within the company.

Validus is a fast moving, fast growing environment where we combine innovation and technology. There are many opportunities within the business and they are always changing.

As a company, Validus believes that we should not only reward our employees, but also treat them with respect and listen to their views. Our beliefs are simple; we believe in innovation, integrity, mutual trust, service excellence and hard work.

Validus is proud to sponsor the Fig student convention and we view this as an opportunity to invest in local talent of the future.





At Virgin Money we're building a bank for the generations to come.

Virgin Money launched in 1995 with the aim of providing straightforward financial products that consumers could easily understand.

15 years later Virgin Money has remained committed to this cause while pioneering a whole range of products.

The Virgin One Account Mortgage, launched in 1997, was a real market changer, while our credit card has continued to be amongst the top of the best buy tables.

In January 2010 Virgin Money took a giant leap into banking with the acquisition of Church House Trust and with it a banking licence. This will allow Virgin Money to offer its own current accounts and mortgages, as well as other products.

Our ambition is to make everyone better off in the way we do business by offering good value products and services to customers, sold at a fair profit, while making a positive contribution to society.

It's important to us that we make a positive impact in the world as we do business. To this end, we jumped at the opportunity to sponsor the London Marathon and last year launched Virgin Money Giving, our not-for-profit sponsorship website. To date over £25 million has been raised for over 2,000 charities.

We believe that our philosophy is right for the times, right for the consumer and right for us and it has helped us build a business which we are confident can continue to bring a real and attractive alternative to the financial services and banking sector.

www.virginmoney.com



These are some of the events run by the Professional Institutes in Norfolk. The institutes welcome students and careers teachers to attend these events.

Event	Date and time	Location
REGIONAL CONFERENCE	17 November 2010 08.30 – 13.00	De Vere Dunston Hall Ipswich Road Norwich NR14 8PQ
HIGH NET WORTH HOME INSURANCE Presented by David Hole, Claims Manager, Plum Underwriting	23 November 2010 13.00 – 14.15	National Skills Academy for Financial Services St Andrew's House St Andrew's Street Norwich NR2 4TP
GRANTS AND FUNDING FOR BUSINESS Presented by Hugh Parnell, N W Brown Group	2 December 2010 09.00 – 12.30	Active Business Centre St Andrew's Castle Bury St Edmunds IP33 3PH
CAROL SERVICE	14 December 2010 12.30	St Peter Mancroft Church Norwich NR2 1RD
HOW TO OBTAIN FINANCE FROM A BANK Presented by David Thrower, Area Manager, Barclays Norfolk Business	15 December 2010 18.30 – 19.30	Great House Training Centre 300 St Faiths Road Old Catton NR6 7BJ
A TRIP TO THE BATHROOM (escape of water) Presented by Dr Andrew Moncreiff, Director, Hawkins & Associates	11 January 2011 12.30 to 13.45	National Skills Academy St Andrew's House St. Andrew's Street Norwich NR2 4TP

Places must be reserved in advance. For details of other events, visit www.fignorfolk.com

Organising Institute	Contact and further information
The Personal Finance Society	Paul Myers paul@myers-group.co.uk, www.thepfs.org FREE for affiliate CII members, non members £60
Insurance Institute of Norwich	Judith Little 07918 138986 www.cii.co.uk/norwich FREE
Institute of Chartered Accountants in England and Wales	01908 248179 www.icaew.com/eastengland £50.00 plus VAT
Insurance Institute of Norwich	Judith Little 07918 138986 FREE – no booking required
The Association of Accounting Technicians	Paul Brent 01502 514396 FREE – refreshments and buffet will be served
The Insurance Institute of Norwich	Judith Little 07918 138986 judith@fitzgeraldconsulting.co.uk www.cii.co.uk/norwich FREE

Event	Date and time	Location
PERILS OF THE SEA (MARINE CARGO) Presented by Paul Hiscoe, Regional Marine Underwriter, Northern Underwriters	08 February 2011 12.30 – 13.45	National Skills Academy St Andrew's House St. Andrew's Street Norwich NR2 4TP
ASSOCIATION OF ACCOUNTING TECHNICIANS OPEN DAY: Find out about studying for the AAT qualification	16 February 2011 10.00 – 18.00	Kaplan Financial 74 St Faiths Lane Norwich NR1 1NE
NEGOTIATING EFFECTIVELY Presented by Candy Janetta	22 February 2011 18.00 – 20.30	Institute of Food Research Norwich Research Park Colney Norwich NR4 7UA
ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS OPEN DAY: Find out about studying for the ACCA qualification	23 February 2011 10.00 – 18.00	Kaplan Financial 74 St Faiths Lane Norwich NR1 1NE
CRIME PREVENTION Presented by Gail Kevern & Brian Moore, Norfolk Constabulary	8 March 2011 12.30 to 13.45	National Skills Academy St Andrew's House St. Andrew's Street Norwich NR2 4TP
INHERITANCE TAX – SAMPLE COMPUTATIONS Presented by Colin Prentice	16 March 2011 18.30 – 19.30	Great House Training Centre 300 St Faiths Road Old Catton NR6 7BJ

Organising Institute	Contact and further information
The Insurance Institute of Norwich	Judith Little 07918 138986 judith@fitzgeraldconsulting.co.uk www.cii.co.uk/norwich FREE
Kaplan Financial	Caron Betts - caron.betts@kaplanfinancial.co.uk 01603 617638 FREE
Association of Chartered Certified Accountants	Email: bookings.london@uk.accaglobal.com Or visit www.uk.accaglobal.com/nor FREE
Kaplan Financial	Caron Betts - caron.betts@kaplanfinancial.co.uk 01603 617638 FREE
The Insurance Institute of Norwich	Judith Little 07918 138986 judith@fitzgeraldconsulting.co.uk www.cii.co.uk/norwich FREE
The Association of Accounting Technicians	Paul Brent 01502 514396 FREE – refreshments and buffet will be served


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HOW BETTER PURCHASING CAN HELP YOUR ORGANISATION Presented by Clarke Willis, Chief Executive, Anglia Farmers Ltd	22 March 2011 18.00 – 20.30	Institute of Food Research Norwich Research Park Colney Norwich NR4 7UA
P11D & YEAR END COMPLIANCE Presented by Cathy Rouse, Baker Tilly	07 April 2011 16:30 – 19:30	University of East Anglia Sportspark Earlham Road Norwich NR4 7JT
CLAIMS LITIGATION Presented by Stephen King, Just Law (Amlin UK)	12 April 2011 12.30 to 13.45	National Skills Academy St Andrew's House St. Andrew's Street Norwich NR2 4TP
EXAM MASTERCLASS: Exam preparation and technique	13 April 2011 18.00 – 19.30	Kaplan Financial 74 St Faiths Lane Norwich NR1 1NE
MANAGING YOUR EMPLOYER Presented by Kate Wilde, Engage with Business	19 April 2011 18.00 – 20.30	Institute of Food Research Norwich Research Park Colney Norwich NR4 7UA
AGM followed by VAT online filing	20 April 2011 18.15 – 19.30	Great House Training Centre 300 St Faiths Road Old Catton NR6 7BJ
ANNUAL GENERAL MEETING	26 April 2010 17.30	Marsh UK Victoria House Queen's Road Norwich, NR1 3QQ

Organising Institute	Contact and further information
Association of Chartered Certified Accountants	Email bookings.london@uk.accaglobal.com Or visit www.uk.accaglobal.com/nor FREE
The Institute of Chartered Accountants in England & Wales	01908 248179 www.icaew.com/eastengland £50.00 plus VAT
The Insurance Institute of Norwich	Judith Little 07918 138986 judith@fitzgeraldconsulting.co.uk www.cii.co.uk/norwich FREE
Kaplan Financial	Caron Betts - caron.betts@kaplanfinancial.co.uk 01603 617638 FREE
Association of Chartered Certified Accountants	FREE Email bookings.london@uk.accaglobal.com Or visit www.uk.accaglobal.com/nor
The Association of Accounting Technicians	Paul Brent 01502 514396 FREE – refreshments and buffet will be served
The Insurance Institute of Norwich	Judith Little 07918 138986 judith@fitzgeraldconsulting.co.uk www.cii.co.uk/norwich FREE

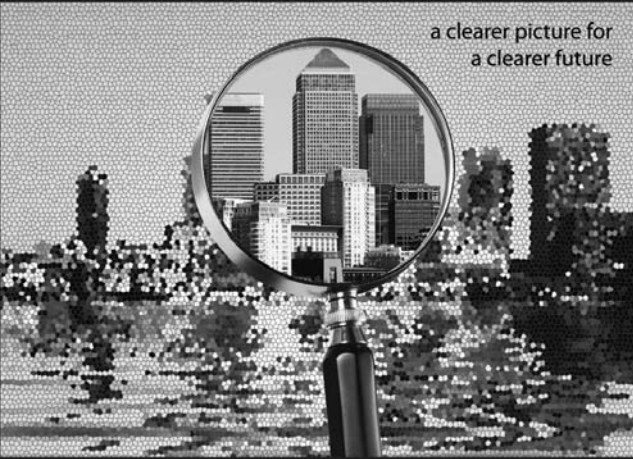
Event	Date and time	Location
REGIONAL CONFERENCE	04 May 2011	De Vere Dunston Hall Ipswich Road Norwich NR14 8PQ
BUDGET UPDATE Joint event with ACCA	10 May 2011 18.00 – 20.00	The Curve, The Forum 2 Millennium Plain Bethel Street, Norwich NR2 1TF
DEVELOPING A BUSINESS PLAN	17 May 2011 18.00 – 20.30	Institute of Food Research Norwich Research Park Colney Norwich NR4 7UA
EASCA ANNUAL DINNER Guest speaker Simon Calder, BBC & GMTV Commentator	20 May 2011 19.00 for 19.30	The Millenium Grandstand Newmarket Racecourse Newmarket CB8 0TF
ANNUAL CHARITY TEN PIN BOWLING COMPETITION Run in conjunction with the ACCA	24 May 2011 19:00 - 22:30	Number 10 Bowling 10 Barnard Road Bowthorpe Employment Area Norwich, NR5 9JB
REGIONAL CONFERENCE	13 July 2011 08.30 – 13.00	Newmarket

Organising Institute	Contact and further information
The Personal Finance Society	Paul Myers paul@myers-group.co.uk www.thepfs.org FREE for affiliate CII members, others please contact
The Association of Accounting Technicians	FREE – refreshments and buffet will be served Paul Brent 01502 514396
Association of Chartered Certified Accountants	Email: bookings.london@uk.accaglobal.com Or visit www.uk.accaglobal.com/nor FREE
The Institute of Chartered Accountants in England and Wales	01223 654686 – eastangliansca@icaew.com www.icaew.com/eastengland Call for details
The Institute of Chartered Accountants in England & Wales	Tbc to include hot and cold buffet supper – teams of six 01908 248179 www.icaew.com/eastengland
The Personal Finance Society	Paul Myers paul@myers-group.co.uk www.thepfs.org FREE for affiliate CII members, others please contact


**The CISI's Certificate for
Introduction to Securities & Investment**



a clearer picture for
a clearer future



A new two-unit professional qualification that:



- ✓ is the first step towards working in financial services
- ✓ is recognised by industry employers
- ✓ carries a UCAS Tariff of 20-60 points
- ✓ gives you a comprehensive overview of financial services activities
- ✓ forms part of the Investment Administration Qualification (IAQ)

For further information please visit cisi.org/education or contact us on
educationdevelopment@cisi.org

INSURANCE

Insurance Broking

Brokers are agents acting in the interest of their clients and their prime responsibility is to identify insurance requirements and find suitable insurance solutions for their customers. As an insurance broker, your role is to negotiate the best level of insurance cover at the best price from insurance companies for your clients.

Underwriting

Insurance involves charging a fee (called a 'premium') in return for providing customers with cover against potential loss or damage. Insurance can be underwritten for personal things like a customer's home, their pet, car, overseas travel or their life. As an underwriter, it will be your job to determine whether applications for insurance should be accepted, and, if so, at what price and if any special terms should be applied.

Claims Management

When an individual or business needs to claim against their insurance policy, the claims management team have to fulfil the promise to pay valid claims to the policyholder. It's far from just authorising a cheque to be sent out. As well as gathering information from the claimant, claims management professionals may also need to liaise with experts such as loss adjusters, who investigate the loss, and sometimes lawyers, to define and negotiate a fair settlement.

BANKING

Branch Management

Retail banking is the face of finance in the UK with about 12,000 high street banks. Responsible for the whole branch or possibly several branches, you will take care of all the operational aspects. You'll be in charge of recruiting and managing teams of customer service professionals and often specialist financial teams, ensuring business and service targets are being met.

Corporate Finance

When businesses are looking to develop further, either through expansion, mergers or acquisitions of other firms, they will usually seek expert advice from teams that can support them through the process. If you work in corporate finance the chances are you'll either be based in a large department within an investment bank, a large accountancy practice, legal firm or a large corporate firm. A big part of the job involves dealing with the transactional side of things, raising capital (through issuing shares / bonds).

Financial Advice & Planning

Financial advisers support and help individuals choose the most suitable products, including mortgages, insurance, pensions, savings and investments for their financial goals. Financial planning roles typically take a longer-term and comprehensive view of a client's financial well-being. A key element of the role is to engage with clients so to help them make plans for their future and decide upon how to make the best use of their money. They research the marketplace and determine the most appropriate financial plan for their client.

Explore more careers in accountancy, finance and financial services @ www.fssc.org.uk/directions

Alan Boswell Insurance Brokers and Independent Financial Services

Harbour House, 126 Thorpe Road, Norwich, NR1 1UL
www.alanboswell.com
recruitment@alanboswell.com
01603 218000

Aviva

PO Box 6, Surrey Street, Norwich, NR1 3NS
www.aviva.com/careers.aviva.co.uk/
aviva.info@aviva.com
01603 622200

B3 Limited

Seymour House, 30-34 Muspole Street, Norwich, NR3 1DJ
www.b-three.co.uk
Call Caroline Smith on 01603 756 888

Barclays Bank PLC

298 Aylsham Road, Norwich, NR3 2RJ
www.barclays.co.uk
emma.beasy@barclays.com
07775 552517

HSBC Bank plc

8 Canada Square, London, E14 5HQ
www.hsbc.co.uk
email via website
08457 404404

Marsh Ltd

Victoria House, Queens Road, Norwich, NR1 3QQ
www.marsh.com
uk.recruitment@marsh.co.uk
01603 207792

N&P

Lynch Wood Business Park, Lynch Wood, Peterborough
Cambridgeshire, PE2 6WZ
www.nandp.co.uk
recruitment@nandp.co.uk
01733 372372.

Swiss Re

46-48 Colegate, Norwich, NR3 1DD
www.swissre.com
hrnorwich@adminre.co.uk
01493 305000

Validus-IVC Ltd

Paston House, 11-13 Princes Street, Norwich, NR3 1AZ
www.validus-ivc.co.uk
enquiries@validus-ivc.co.uk
0844 745 8200

Virgin Money Management Services

Discovery House, Whiting Road, Norwich, NR4 6EJ
www.virginmoney.com
careers@virginmoney.com
01603 215950

Financial Industry Group
www.fignorfolk.com

National Skills Academy for Financial Services, Norwich
www.ccn.ac.uk/guide/national-skills-academy-financial-services-courses

Norwich City College
www.ccn.ac.uk

University of East Anglia
www.uea.ac.uk

ifs School of Finance
www.ifslearning.ac.uk

The Chartered Insurance Institute
www.cii.co.uk

The Chartered Institute for Securities & Investment
www.sii.org.uk

Financial Services Skills Council
www.fssc.org.uk

National Skills Academy for Financial Services
www.nsafs.co.uk

Personal Finance Education Group
www.pfeg.org

AER Annual Equivalent Rate. Shows what the interest rate on savings would be if it were added to savings at the end of each year, used as a way of comparing financial products which calculate interest at different times.

BACS Bankers Automated Clearing System. Fast electronic transfer of funds from one bank to another – generally taking three days to clear.

comprehensive insurance Provides cover for accidental damage to your own car in addition to the third party cover.

credit An account 'in credit' has money available to be spent. Buying something 'on credit' means with a loan which must be paid back.

excess Some insurance policies require you to pay an agreed amount of the cost of any damage if you make a claim. The insurer will then pay for anything more than this.

FSA Financial Services Authority. The UK's financial watchdog which regulates how financial institutions are allowed to conduct their business.

general insurance Covers events that might or might not happen such as accidents, fires and theft as compared to life assurance which covers an event that will definitely happen sooner or later such as retirement or death.

gilts bonds issued by a government to help fund its spending.

insurance cover The situations or circumstances you are insured against.

life insurance A type of insurance paying out a lump sum to your family if you die. Some mortgage lenders oblige borrowers to have this kind of cover.

money purchase pension A form of pension where your final pension depends on stock market performance. Used for personal pension plans.

third party insurance This means that your insurance company will pay out if you accidentally cause damage to another person or their car.

For more details visit www.pfeg.org/teaching_resources







CHALLENGING MINDS. INSPIRING SUCCESS.

You can choose from a range of courses at City College Norwich that will prepare you for a career in financial services. All of our courses are taught by highly qualified staff with the latest industry knowledge of this fast changing sector. Subjects include book-keeping, accountancy and financial services.

Based at the impressive St Andrews House in the centre of Norwich, which is home to the National Skills Academy for Financial Services, students are taught in a modern environment with the latest facilities - just like working in any contemporary financial services company headquarters.

Because the National Skills Academy is backed by employers, our courses are developed closely with successful financial services companies. This helps to ensure that students gain the skills needed by the industry, now and in the future.

To find out more visit www.ccn.ac.uk



What's it like studying on a financial services course?

Li Dawson studied for a Foundation Degree Financial Services (Insurance) with City College Norwich.

"I am always interested in business and finance because these areas are closely linked to people's everyday lives and there are always global career opportunities if anyone wishes to go further afield."

"I felt the degree could further enhance my career in the financial services industry, whether in the UK or elsewhere in the world. The course also offers an option to achieve the Diploma in Insurance, which is an industry recognised qualification and it is very marketable."



