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**MULTINATIONAL PROGRAMME:  
CERTIFIED PRIVATE BANKER  
FOUNDATION COURSE**

Luxembourg, February 12, 2016

Dear Partner,

We are pleased to send you herewith the documents related to the third edition of the programme "**Certified Private Banker: Foundation Level**" that will take place in Luxembourg **from 23 to 31 May 2016**.

We should be grateful if you would forward these documents to prospective candidates. The people interested are requested to send back their application form to your institution **AS SOON AS POSSIBLE**, and at the latest by 21 April 2016, so that you may forward the last applications to ATTF (attn Mrs Claire Mozet, Programme Coordinator, [claire.mozet@houseoftraining.lu](mailto:claire.mozet@houseoftraining.lu), tel. +352 46 50 16 604) **by April 22, 2016 at the latest**.

**Indeed, for this programme, the selection will be made according to the "First in, First served" principle.**

We **strongly** encourage you to **send each application as soon as you receive it** in order for us to inform each candidate about their selection so that they can start the E-Learning session preparation (Part 1 of the programme) within a few days of their selection confirmation.

Please note that the selection process will be based on objective criteria such as the applicants' **educational and professional background**, their **present position**, the **level of English** (a good level of spoken English is required) and NOT on a geographical criterion. For this certification programme ATTF may accept several candidates from the same institution.

Finally, we will also send information about this new programme to former participants who attended the first and second edition in 2014 and 2015 and "International Financial Markets, ACI and Private Banking" seminars in Luxembourg or in their countries in the past and ask them to revert to you in case of interest.

Do not hesitate to contact us for any further information.

Thank you for your cooperation!

Yours Sincerely,

Claire MOZET  
Programmes Coordinator

Josée THYES  
Programme Manager

**Appendices:-**

*Seminar Description (Organisation Sheet & Content) ; Application form; Financial Conditions, Letter to Candidates*