

## PREPARATION FOR PRIVATE PENSION SYSTEM INTERMEDIARY EXAMINATIONS

### OUTLINE

This programme is prepared for the candidates who will take the exam organized by Pension Monitoring Center (EGM), nominated by the Undersecretariat of Turkish Treasury, in order for these candidates to have training exclusively for this exam with subjects included in the exam outline.

Subjects	Distribution of Subjects in terms of	Training Duration
Private Pension System Legislation	40	11
Social Security System	10	3
General Insurance and Legislation of Life Insurance	10	7
Related Tax Legislation	10	3
Finance and Investment Tools	10	4
Basic Business Administration and Basic Economy	10	3.5
Basic Human Relations Information and Marketing	10	3.5
<b>TOTAL</b>	<b>100</b>	<b>5 Days</b>
<b>PRIVATE PENSION SYSTEM LEGISLATION</b>		
SOCIAL SECURITY SYSTEM	09:30 – 17:30	24-25 November 2008
<i>Cem Yalçın BAYER</i>		
GENERAL INSURANCE AND LEGISLATION OF LIFE INSURANCE	09:30 – 17:30	26 November 2008
<i>Feral ÖZGÜÇ</i>		
RELATED TAX LEGISLATION	09:30 – 12:30	27 November 2008
<i>Cem Yalçın BAYER</i>		
FINANCE AND INVESTMENT TOOLS	13:30 – 17:30	27 November 2008
<i>Dr. Halil YOLCU</i>		
BASIC BUSINESS ADMINISTRATION AND BASIC ECONOMY	09:30 – 13:00	28 November 2008
<i>Dr. Cengiz CEYLAN</i>		
BASIC HUMAN RELATIONS INFORMATION AND MARKETING	14:00 – 17:30	28 November 2008
<i>Assoc. Prof. Dr. Selim YAZICI</i>		
<b>Total Duration</b>	<b>5 Days / 35 Hours</b>	
<b>Training Date: 24-25-26-27-28 November 2008</b>	<b>Fee 1500- YTL + 8% VAT</b>	

## Detailed Outline

### Basic Business Administration and Basic Economy

#### Basic Business Administration

- Basic Concepts
  - Characteristics of the Enterprises
  - Objectives of the Enterprises
  - Functions of the Enterprises
- Basic Management Functions
  - Financing
  - Marketing
  - Production
  - Management

#### Basic Economy

- Basic Concepts
- Supply, Demand and Market Balance
  - Production
  - Consumption
  - Savings
  - Investment
- Macroeconomic Indicators and Their Interpretation
- Current Developments in Turkish and World Economy

### Private Pension System Legislation

- Private Pension System, Examples from the World
- Objective and Scope of Private Pension System
- Private Pension Companies
- Private Pension Intermediaries
- Private Pension Contract
- Private Pension Investment Funds
- Pension Monitoring Center
- Monitoring of Private Pension System

### Social Security System

- Concept of Social Security
- Social Security Systems
- Social Security Systems in Turkey
  - Regulatory Social Security Institutions
  - Complementary Social Security Institutions

### Related Tax Legislation

- Income Tax
- Excise Duty
- Corporate Tax

**Finance and Investment Tools**

- **Finance**
  - Money Market
  - Capital Market
- **Financial Mathematics**
  - Time Value of Money
  - Concept of Risk and Its Types
  
  - Concept of Interest
- **Investment Tools and Markets**
- **Funds and Fund Management**
  - Mutual Funds

**General Insurance and Legislation of Life Insurance**

- Insurance Technique
- Insurance Law
- Insurance Accountancy
- Reinsurance
- Life Insurance Actuary and Technical Reserves

**Basic Human Relations Information and Marketing**

- **Basic Human Relations**
  - Structure of Human Relations
  - Organizations and Principles Regulating Human Relations
  - Attitude and Behavior of Human Beings
- **Marketing**
  - Participant Profile of Private Pension System
  - Private Pension and Cumulative Life Insurance Sales
  - Marketing Basic Concepts
  - Distribution Channels
  - Promotion
  - Marketing Techniques
- **Basic Sales Techniques**