

Coursework assessment FAQs

Retirement Income Planning unit AF8

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FAQs

1. What does coursework involve?

With coursework assessment, rather than sit a traditional examination, you complete three written assignments. These are each between 2,500–3,000 words in length and all three must be successfully completed (with you scoring a minimum of 50% in each) to achieve a pass in the unit.

Upon successful completion, a record of achievement is issued and a 'pass' in the unit is added to your CII examination record, together with 30 Advanced Diploma-level credits.

Coursework assignments vary in their requirements. Typically, they can involve: preliminary calculations and assessments of client data; evaluating different options available to meet client objectives; and providing a compliant report on particular client objectives with justified recommendations.

2. Why is the CII introducing coursework for Advanced Diploma unit (AF8) Retirement Income Planning?

The CII is committed to ensuring that its qualifications are at the forefront of best practice. We strive to help you to get the maximum out of your studies, ensuring that the process is as relevant as possible and supports retention and subsequent application of knowledge.

This includes all aspects of our qualifications, from subject choice to learning support to assessment.

Use of coursework assessment has become an increasingly popular option among higher education and professional bodies. They appreciate the flexibility it offers as a means of assessing candidates studying subjects which involve the application of sophisticated knowledge and skills in complex scenarios, and which typically require candidates to develop a broader understanding and appreciation of a subject (and, crucially, to draw upon their work experience).

The Advanced Diploma involves degree-level learning. Unit AF8 requires you to evaluate the needs of complex clients and recommend appropriate solutions based upon detailed understanding and analysis of financial planning topics and issues.

In addition to its role in supporting the development and subsequent application of knowledge, coursework assessment offers the potential for greater flexibility in the provision of the Advanced Diploma itself. You are no longer restricted to two examination dates per year (April and October), instead being able to enrol for coursework assessment throughout the year and study at your own pace. Furthermore, re-submissions are possible on receipt of results rather than with exams, where you need to wait for the next exam session.

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3. How does coursework work in practice?

All three assignments must be successfully completed to achieve a pass in a unit.

A minimum of 50 marks (50%) must be obtained for each assignment. Results will take the form of either 'Pass' or 'Fail'.

Notification of your result in each assignment will be mailed within 40 working days from the date of submission.

In the event that you fail an assignment two options exist:

1. Submit a reworked assignment. During 2017 an additional fee of £127 member/£172 non-member is payable. A 40 working-day marking period will apply to re-submissions. Two re-submissions per assignment may be made. All re-submissions must be completed and submitted within 12 months of enrolment.
2. Request a review of the marking of your assignment. Each assignment is restricted to one review. For 2017 an additional fee of £83 and a 35 day review period applies. Details are available at www.cii.co.uk/courseworkpolicies

You can access your assignments together with additional study support services at www.revisionmate.com (Full login details are sent after enrolment)

4. What are the timescales and deadlines involved?

Your enrolment lasts for 12 months and all assignments should be submitted (including any re-submissions necessary) within that time.

There are also assignment deadlines to meet as set out below:

- Assignment 1 – this needs to be submitted within 6 months of your enrolment
- Assignment 2 – this needs to be submitted within 9 months of your enrolment
- Assignment 3 – this needs to be submitted (including any re-submissions) within 12 months of your enrolment.

The above are final deadlines and we would encourage you to submit well before each deadline to ensure you complete the course in time.

If you miss the deadlines for assignments 1 or 2 your assignment will not be marked and you will automatically receive a 'timed out' notification. You will need to purchase a re-submission to continue with the course. If you fail to complete and pass all three assignments (including any re-submissions necessary) within 12 months of enrolment, your enrolment will end, and your CII exam record will be updated to include either a 'Fail' or 'Timed out' for the unit.