

Mini Master on Credit Union Management



3 Years Offering!

1st: November 27 to December 4, 2010

2nd: November 27 to December 4, 2011

3rd: November 27 to December 4, 2012

Bangkok, Thailand



**ASSOCIATION OF
ASIAN CONFEDERATION OF
CREDIT UNIONS**



**CO-OPERATIVE ACADEMIC
INSTITUTE
KASERSART UNIVERSITY**



The PROGRAM

The MMCUM is designed for individuals who want to develop their professional skills and master the latest management concepts and techniques needed to excel in credit union business. The MMCUM prepares the students to take on management and leadership roles in credit unions. It is ideal for those who wish to expand their knowledge and skill as it relates to general management concepts and practices. Certification from a leading university can validate knowledge and skills and position you for career advancement.

The MMCUM is very useful for credit union managers and directors. The management or Directors who lack experience and ability can lessen the time needed to gain the pertinent knowledge and skills for being an effective director by completing the program. Experienced directors, who certainly can use improvement in some areas, can accurately pinpoint weaknesses to address. Whether the board is new or a veteran, they will find something in this program to enrich their contributions to the credit union that, in turn, will increase the satisfaction they will gain from the service to the credit union. This program helps the learner to round out the board of directors and ensure they are fully functioning for the credit union.

The MMCUM can greatly enhance the development of the credit union and the student by continuing to involve the leaders and staff of their respective credit unions in business decision discussions about topics and questions posed before and after this program.

OBJECTIVES

- To strengthen the credit union system by offering effective director development
- To enhance the knowledge, skills and abilities of credit union directors
- To assist credit union boards to direct the affairs of credit unions
- To assist credit union boards and managers to develop effective board/management terms.

ADMISSION REQUIREMENTS

The MMCUM applicants are required to have Grade 12 graduation or equivalent and five years experience in credit union senior management. Mature students who do not meet this criterion may be admitted based on a minimum of 10 years appropriate work experience in credit union management.

Please complete the admission form and submit to ACCU.





CURRICULUM

Modules	Course Program and Electives	Hours
1	Cooperative Philosophy and application to Market Economy	3
2	Credit Unions in the Marketplace	3
3	Board Duties and Responsibilities	4
4	Strategic Planning	4
5	Marketing Credit Union Services	2
6	Financial Management and Analysis 1	4
7	Human Resource Management	3.5
8	Legislative Compliance and Board's Responsibilities	2
9	Credit Management	4
10	Good Cooperative Governance	3.5
11	Poverty Reduction Program and Cooperatives	3
12	Board Assessment and Development	2.5
13	Financial Management and Analysis 2	4
	Total Required Hours	42.5
2 ELECTIVES (CHOOSE FROM THE FOLLOWING)		
1	Customer Relations Management	4
2	Credit Union Philosophy and application to Market Economy	4
3	Credit Union History and Development Analysis	4
4	Credit Union Regulatory Framework	4
	Total Required Hours	8
	Grand Total Required	50.5

PEOPLE HELPING PEOPLE HELP THEMSELVES

As a director, you help determine how your credit union translates this abstract ideal into As a director, you help determine how your credit union translates this abstract ideal into real-world financial services. As a manager, thousands of low-income people have built brighter, stable future and stronger communities as a result of people's innovative approach of helping people help themselves.





COURSE FEE

	Subsidized Registration for Developing Countries	Regular Registration
Single Room	US\$ 720	US\$ 820
Twin Sharing Room	US\$ 600	US\$ 700

The registration covers 6 days full board and lodging during the duration of the training.
The payment should be received by ACCU 6 weeks before the training through bank draft payable to Asian Confederation of Credit Unions **or** bank transfer:

Account Name: Asian Confederation of Credit Unions
Bank Name: Bangkok Bank Public Company Limited, Klongchan Branch
Account : Savings Account No.156-4-30210-5 Swift Code: BKKBTHBK
Address: No. 52, Seri Thai Road, Bangkok, Bangkok 10240, Thailand

CANCELLATIONS

A full refund, less 20% administrative charge will be given if cancellation is received in writing by October 25. A 50% refund will be given if cancellation is received in writing by November 10. No refund can be made for cancellation received less than 15 days prior to the course. An admission letter and pre course assignment will be sent to you prior to the course.

Closing Date of Registration: October 31

CONTACTS

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Chief Executive Officer

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MINI MASTER ON CREDIT UNION MANAGEMENT

November 27 to December 4

REGISTRATION FORM

INSTRUCTIONS FOR THE APPLICANT

Please answer the questions on this form clearly and completely (in English). If you need more space you can attach additional pages, but make sure to indicate the number of the questions you are answering.

PERSONAL DATA

First Name			
Family Name			
Date of Birth		Male:	Female:
Organization			
Current Position			
Address of Your Organization			
Telephone		Fax:	
E-mail			

WORKING EXPERIENCE

Please list the previous jobs you have had in the last five years, in each case giving name of employer, dates and a description of your own activities.

From _____ to _____ (year)	Name of Employer	Your tasks and responsibilities



**CREDIT UNION EXPERIENCE (IF VOLUNTEER LEADER)**

Please list the previous volunteer role you have had, in each case giving name of the credit union, dates and a description of your own activities.

From _____ to _____ (year)	Name of Credit Union	Your tasks and responsibilities

MOTIVATION

Why do you want to do the mini master's program?

What do you want to achieve for your credit union by doing this mini master's degree program?

Describe your plans when you return to your organization. How will you put your new skills and knowledge to work?

DECLARATION AND SIGNATURE

- I declare that I will use my knowledge gained in this program to serve my credit union.
- I certify that all my answers are true, complete and correct.

Date: _____ Name & Signature: _____

Application must be sent to ACCU on or before **October 31**

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