

# The Chartered Governance Institute UK & Ireland

## Courses and Timetables—Guernsey

*Discover First Intuition's extensive range of course materials, classroom courses and online support for the Chartered Governance Institute's qualifications.*



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*Refreshing, encouraging, engaging, exam focused.  
Huge range of practice questions, nicely set out in  
the materials, really beneficial! - FI CGIUKI Student*



# The Chartered Governance Institute UK & Ireland

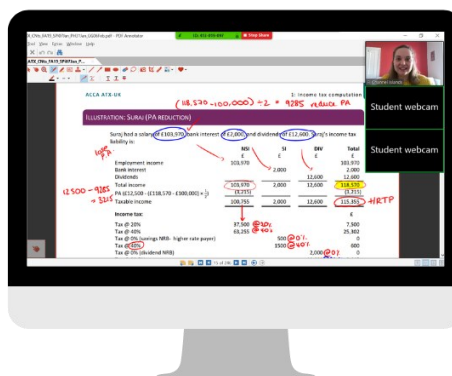
## Study Options



### Classroom courses

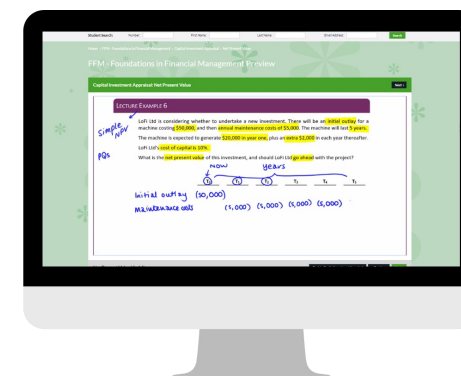
Classroom courses are held at the First Intuition centres in Jersey and Guernsey. Students will receive hard-copy colour-printed course materials, full tuition and revision of the syllabus, plus online access for additional study resources and support.

Two mock exams are sat during the course and marked by the tutor to test progress and readiness for the real exam.



### Virtual classroom courses

In order to offer a wider range of papers to our students, we have introduced virtual classroom courses for IFA Level 5. Virtual students are able to join local classroom courses via a livestream, and can watch the lecture live and interact with their tutor and other students through their own webcam or via a chat box. The students will receive the same materials, mock exam marking and tutor support as classroom students.



### Online on-demand courses

For a more flexible study option, our online on-demand courses allow students access to pre-recorded video lectures of the tuition and revision course.

Online students receive course materials to work through independently, using the online videos. They will be guided by regular emails from their tutor, who also sets and marks two mock exams. The tutor is also available for ad-hoc questions and support.

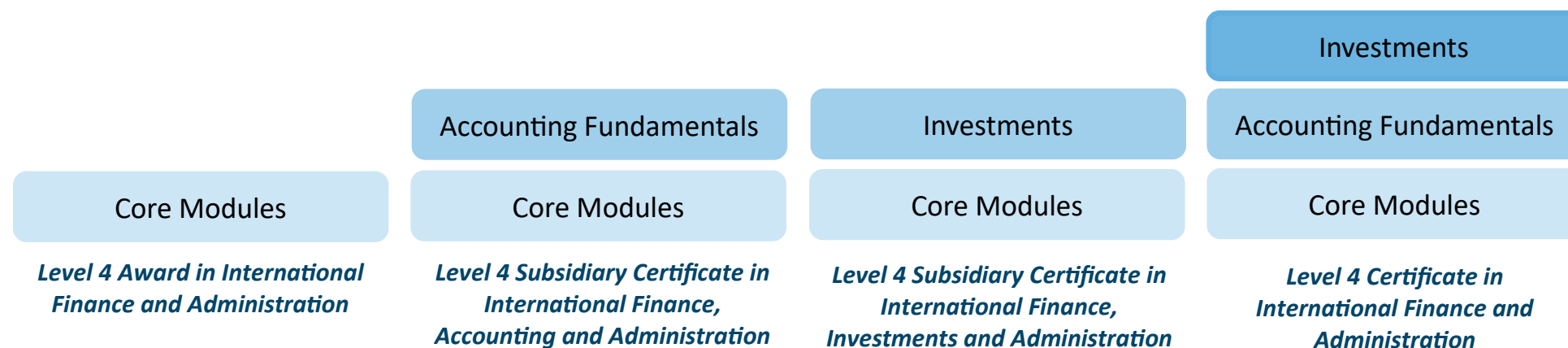
# The Chartered Governance Institute UK & Ireland

## IFA: Level 4



*The International Finance and Administration (IFA) Level 4 suite of qualifications are designed for those working in offshore financial services. It is an entry-level qualification, meaning no previous exams or experience is required to begin studying.*

There are three papers in Level 4: **Core Modules** (compulsory), **Accounting Fundamentals** (optional) and **Investments** (optional). Students achieve a qualification after passing each exam, meaning they can “step off” at any point during their studies and still obtain a qualification:



Each paper is assessed via a computer-based exam that can be sat in either June or November. Typically students sit one paper at a time, completing the Level 4 Certificate in 18 months.

Completing the Level 4 Certificate provides direct entry onto IFA Level 5.

**First Intuition study options for IFA Level 4:** Classroom (Guernsey and Jersey) and online on-demand (worldwide).

For more information, and to register directly for the exam with the Institute, please visit: <https://www.cgi.org.uk/professional-development/study/ifa>

# The Chartered Governance Institute UK & Ireland

## IFA: Level 4 - June 2026 exams



### Classroom courses — Evenings (6pm - 8.30pm)

Guernsey

| Paper                   | Time    | Tuition Dates                                    | Price  | Revision Dates            | Price |
|-------------------------|---------|--------------------------------------------------|--------|---------------------------|-------|
| Core Modules            | Evening | Mar 4, 11, 16, 26, Apr 9, 13, 15, 20, 23, 27, 30 | £1,008 | May 13, 18, 19, 26, Jun 8 | £356  |
| Accounting Fundamentals | Evening | Mar 4, 11, 18, 24, Apr 8, 15, 20, 28, 29         | £854   | May 6, 13, 20, 27, Jun 8  | £356  |
| Investments             | Evening | Mar 2, 9, 12, 16, 23, 30, Apr 13, 21, 27         | £854   | May 7, 11, 18, 26, Jun 8  | £356  |

\*Last evening is a final mock exam

### Online courses

| Paper                   | Availability              | Price per course |
|-------------------------|---------------------------|------------------|
| Core Modules            | On-demand (start anytime) | £453             |
| Accounting Fundamentals | On-demand (start anytime) | £323             |
| Investments             | On-demand (start anytime) | £323             |



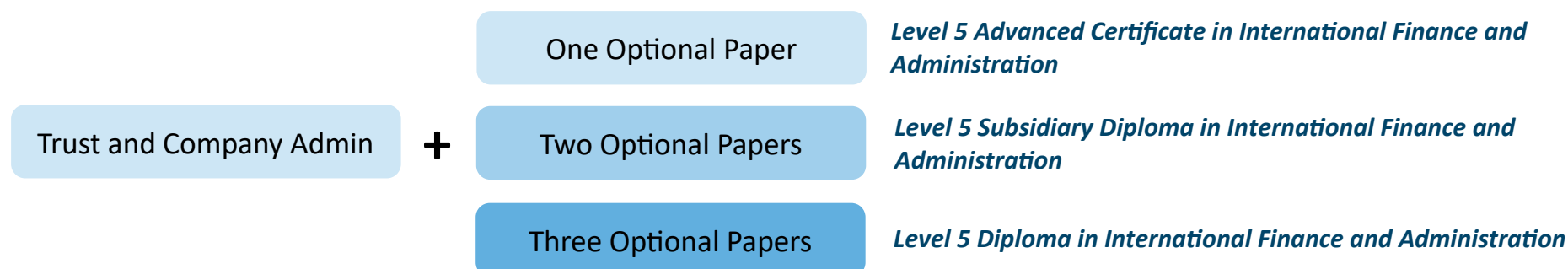
# The Chartered Governance Institute UK & Ireland

## IFA: Level 5



*The International Finance and Administration (IFA) Level 5 suite of qualifications are designed for those who have experience working in offshore financial services and who have already completed a recognised finance qualification, such as IFA Level 4, or a degree.*

There are four papers in Level 5: **Trust and Company Administration** (compulsory), **Fund Administration** (optional), **Business Management** (optional) and **Financial Reporting and Governance** (optional). Once the Trust and Company Administration paper has been passed, students achieve a qualification after passing each optional exam, meaning they can “step off” at any point during their studies and still obtain a qualification:



Each paper is assessed via a computer-based exam that can be sat in either June or November. Typically students sit one paper at a time, completing the Level 5 Diploma in 24 months.

Completing the Level 5 Diploma provides direct entry onto the Chartered Governance Qualifying Programme.

**First Intuition study options for IFA Level 5:** Classroom/Virtual classroom (Guernsey and Jersey) and online on-demand (worldwide).

For more information, and to register directly for the exam with the Institute, please visit: <https://www.cgi.org.uk/professional-development/study/ifa>

# The Chartered Governance Institute UK & Ireland

## IFA: Level 5 - June 2026 exams



**Classroom courses — Evenings (6pm—8.30pm)/Day (9am—4.15pm)/Final mock (5.30pm-8.30pm)**

**Guernsey**

| Paper                                              | Time                            | Tuition Dates                                     | Price  | Revision Dates        | Price | Final Mock |
|----------------------------------------------------|---------------------------------|---------------------------------------------------|--------|-----------------------|-------|------------|
| Trust and Company Administration                   | Day                             | Mar 10, 17, Apr 14, 21                            | £885   | May 7, 14             | £388  | Jun 1      |
| Financial Reporting and Governance                 | Evening                         | Mar 3, 10, 12, 17, 19, 24, 31, Apr 14, 21, 28     | £1,066 | May 5, 12, 19, 21, 26 | £485  | Jun 1      |
| Fund Administration ( <i>virtual from Jersey</i> ) | Evening/Day<br>(5.15pm-7.45pm)  | Mar 9, 10, 16, 30, 31 Apr 15, 27, 28<br>(Evening) | £885   | May 11, 22 (Day)      | £485  | Jun 1      |
| Business Management ( <i>virtual from Jersey</i> ) | Evening /Day<br>(5.15pm-7.45pm) | Mar 5, 12, 16, 26, 30, Apr 9, 16, 23<br>(Evening) | £885   | May 12, May 21 (Day)  | £388  | Jun 1      |

### Online courses

| Paper              | Availability              | Price per course |
|--------------------|---------------------------|------------------|
| All Level 5 papers | On-demand (start anytime) | £453             |





# The Chartered Governance Institute UK & Ireland Foundation Programme



*The Foundation Programme is a Level 4 qualification that provides an introduction to onshore businesses, how they are governed, financially managed, and the laws to which they must adhere. It is an entry-level qualification, meaning no previous qualifications are required to begin studying.*

There are four modules within the Foundation Programme, which are studied and examined together.

Introducing the Business  
Environment

Introduction to Law

Principles of Company  
Compliance and  
Administration

Introduction to Finance  
and Accounting

The qualification is achieved by passing one three-hour computer-based exam (with 15 minutes' additional reading time) that can be sat in either June or November. Due to the breadth of the syllabus and level of detail required for the exam, we recommend students take 4-6 months to study the Foundation Programme.

Completing the Foundation Programme enables students to enter Part One of the Qualifying Programme. It is ideal for those with experience in financial services but who are without the required academic or professional experience to enter the Qualifying Programme directly.

## Online on-demand course

| Paper                | Availability              | Price per course |
|----------------------|---------------------------|------------------|
| Foundation Programme | On-demand (start anytime) | £617             |

For more information, and to register directly for the exam with the Institute, please visit:

<https://www.cgi.org.uk/professional-development/study/foundation-programme>



# The Chartered Governance Institute UK & Ireland

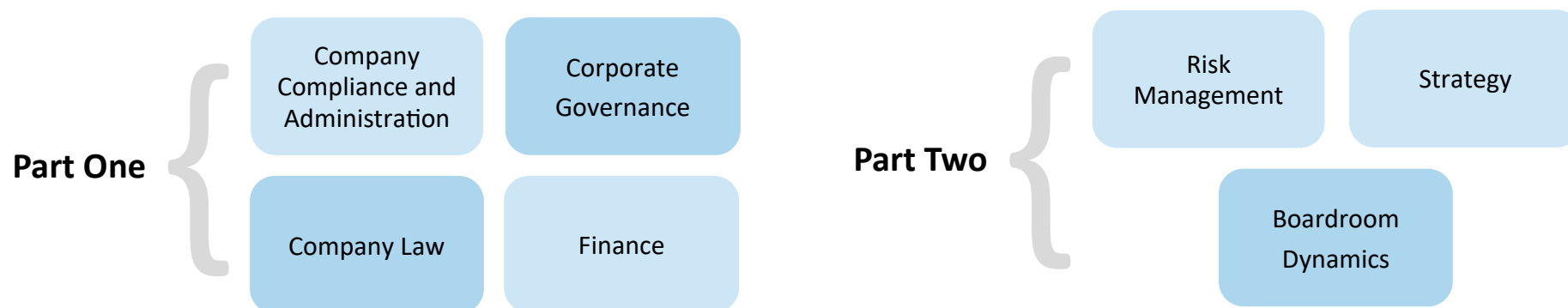
## Qualifying Programme



*The Chartered Governance Qualifying Programme is the pathway to becoming a chartered secretary or governance professional. It consists of two levels, Part One and Part Two, and completing the programme is equivalent to a Level 7 qualification (postgraduate degree level).*

There are different entry routes depending on your level of experience and previous qualifications, which may grant exemptions from some of the exams. For more information on available exemptions, please visit: <https://www.cgi.org.uk/professional-development/chartered-governance-qualifying-programme>

For those without exemptions, there are a total of seven papers to be sat:



Both Part One and Part Two modules are examined via a three-hour computer-based exam. However, Part Two modules each include a pre-released Case Study that forms part of the exam.

Those who complete the Qualifying Programme become Graduate members of the Chartered Governance Institute and can apply for Associate and Fellow membership on achieving the required periods of work experience.

**First Intuition study options for the Qualifying Programme:** Online on-demand (worldwide).



## Course structure:

### Part One

#### Tuition Phase

- Lectures cover key knowledge and theory needed for exam;
- Practice questions set for homework to learn topics;
- Exam-standard mock exam sat at end of tuition phase, marked by the course tutor.

#### Revision Phase

- Lectures include brief recaps of topics only;
- Main focus is past exam question practice;
- Exam-standard final mock exam is sat under exam conditions and marked by the course tutor.

### Part Two

#### Tuition Phase

##### Phase 1: Knowledge

- Lectures cover key knowledge and theory;
- Knowledge-based course exam, marked by course tutor.

##### Phase 2: Application

- Learn how to approach and analyse a past exam case study;
- Second mock exam to practice case study skills, marked by course tutor.

#### Case Study Analysis

- Examine and analyse the pre-released case study for your exam with your tutor;
- Revise key topics which relate to the specific case study for your exam.

# The Chartered Governance Institute UK & Ireland Qualifying Programme—On Demand Papers



## Online: On-demand

This option gives students the flexibility to study in their own time and at their own pace. Students will gain access to pre-recorded lectures of the whole course, plus regular emails from their tutor.

## All courses include:

- \* Course notes, exam kit and revision notes;
- \* Online pre-recorded lectures, including practice question debriefs;
- \* Online course exam and final mock exam to simulate real exam experience;
- \* Tutor support including out-of-hours contact details and one-to-one support as needed.

| Part 1                                | Price |
|---------------------------------------|-------|
| Corporate Governance                  | £648  |
| Finance                               | £648  |
| Company Compliance and Administration | £648  |
| Company Law                           | £648  |
| Part 2                                |       |
| Risk Management                       | £648  |
| Strategy                              | £648  |
| Boardroom Dynamics                    | £648  |

# The Chartered Governance Institute UK & Ireland

## Advanced Certificate in Corporate Governance



*This standalone Level 6 (graduate-level) qualification gives you the knowledge and skills needed to advise decision-making authorities on governance-related issues. It is an open-entry qualification, meaning no prior qualifications are required, although it is recommended that students are working in a relevant role or have work experience in the area.*

The certificate is examined via a three-hour computer-based exam that can be sat in June or November. Topics covered by the qualification include:

- General principles of corporate governance
- The board of directors and leadership
- Remuneration of directors and senior executives
- Relations with shareholders
- Risk management and internal control
- Corporate social responsibility

Those who complete the Advanced Certificate in Corporate Governance are eligible to become Affiliated members of the Chartered Governance Institute.

### Study Options - June 2026 exam

| Online on-demand:                            | Availability              | Price per course |
|----------------------------------------------|---------------------------|------------------|
| Advanced Certificate in Corporate Governance | On-demand (start anytime) | £648             |



For more information, and to register directly for the exam with the Institute, please visit:  
<https://www.cgi.org.uk/professional-development/study/advanced-certificate-in-corporate-governance>

# The Chartered Governance Institute UK & Ireland

## For more information and to book your course...



### Jersey courses:

**Phone:** 01534 730690

**Email:** [jersey@firstintuition.co.uk](mailto:jersey@firstintuition.co.uk)



### Guernsey courses:

**Phone:** 01481 730692

**Email:** [guernsey@firstintuition.co.uk](mailto:guernsey@firstintuition.co.uk)

### Additional information:

- Prices quoted include relevant study materials, tuition (where applicable) and online access. Exam entry fees are payable to the Chartered Governance Institute directly and are not included in these prices.
- Prices exclude Jersey GST.
- Booking forms, terms and conditions and our privacy policy can be found on our website:

[www.firstintuition.co.uk/channelislands](http://www.firstintuition.co.uk/channelislands)

- For more information and to register with the Chartered Governance Institute:

<https://www.cgi.org.uk/professional-development/study>

