

**MEMO# 6071**

July 25, 1994

## **CORPORATE LICENSES NOW AVAILABLE FOR INDUSTRY TRAINING COURSES**

July 25, 1994 TO: BANK BROKER/DEALER ADVISORY COMMITTEE NO. 19-94  
BROKER/DEALER ADVISORY COMMITTEE NO. 17-94 HUMAN RESOURCES AND TRAINING  
WORKING GROUP NO. 9-94 INSURANCE BROKER-DEALER ADVISORY COMMITTEE NO. 12-94  
MEMBERS - ONE PER COMPLEX NO. 51-94 OPERATIONS COMMITTEE NO. 19-94 OPERATIONS  
MEMBERS NO. 27-94 TRANSFER AGENT ADVISORY COMMITTEE NO. 30-94 RE: CORPORATE  
LICENSES NOW AVAILABLE FOR INDUSTRY TRAINING COURSES

As you know, the Institute recently produced two self-paced training courses to assist you in the orientation and continuing education of employees. Until now, these computer-based courses, Mutual Funds: Basic Training and Mutual Funds: Short Course, have been available on a per-trainee basis only. At the request of a number of member firms, the Institute is now also offering corporate license versions of the software for the courses. For a flat fee, the corporate licenses allow purchasers to use the Mutual Funds: Basic Training or Mutual Funds: Short Course to train an unlimited number of employees. The software may be installed on a computer network or on individual computers. The corporate license versions also feature a student recordkeeping system that tracks trainee records, including whether each trainee has completed the course and the date of completion. The cost of the new corporate license version of Mutual Funds: Basic Training is \$10,000 for Institute member firms and \$12,000 for nonmember firms. Two sets of disks are provided. Fifty (50) reference books accompany the site license version, and additional copies are available to Institute member firms for \$10 each (or \$8.50 each for member orders of 100 copies or more) and \$12 each for nonmember firms (or \$10 each for nonmember orders of 100 copies or more). Certificates of achievement for course graduates, at \$10 each (which includes the certificate, frame, personalization and shipping) are also available. The cost of the corporate license version of Mutual Funds: Short Course is \$4000 for Institute member firms and \$5000 for nonmember firms. Two sets of disks are provided. Certificates of completion (which include the certificate, frame, personalization and shipping) are available for \$10 each. If you prefer, you may continue to purchase either course on a per-trainee basis. Both the per-trainee version and the corporate license version of the courses are now also available with an installation for Microsoft Windows. For more information on these courses, please call Tracy Weiland at 202/326-5871. For more information on the corporate license versions, please call me at 202/326-5869. Stephanie Brown Marketing Director

should not be considered a substitute for, legal advice.