

ONLINE COURSE OFFERINGS

The delivery of training courses via the Internet provides students with the greatest flexibility and convenience. Whether for more traditional, instructor-led titles or self-paced skills-based courses, ABA Professional Development's online training offers students ease of access, whatever their physical location.

Our flexible formats and delivery options make it easier than ever to avail yourself of the quality, expertise and innovation that characterize AIB training programs. Since many of the courses are available in multiple delivery formats, you can mix and match, so learning opportunities are available by blending different delivery formats.

AIB Instructor-led

MAY THROUGH AUGUST 2010

Convenience and Instructor Guidance

Instructor-led AIB Online Courses are similar to the traditional classroom courses of the American Institute of Banking (AIB). They start and end on specified dates and, where applicable, textbooks are sent to students prior to the beginning of class. Students complete assignments and examinations over the Internet. Instructors take an active role in managing the virtual classroom, communicating with students and assigning homework.

A powerful learning experience

- Current and authoritative textbooks and readings
- Experienced online instructors with banking expertise
- Exercises and exams to test your learning
- All the value of a classroom on your schedule.



ABA eLearning

through the ABA Knowledge Center

Self-paced Internet-delivered courses, delivered via ABA eLearning, can typically be completed in two to four hours, although actual time required varies by title. **Students can begin at any time, on any day, since all readings, coursework and quizzes are completed online.**

Self-paced Internet-delivered training courses

- Highly interactive and engaging
- Available anytime anywhere
- Targeted at skills that you can use immediately in your job
- Easy to enroll in and provide online transcripts
- Included in training roadmaps to help you plan your career development
- Credit-approved towards AIB Certificates and Diplomas



AIB INSTRUCTOR-LED COURSES

Course Title Start/End Dates	Credit Hours	Member/ Non-Member Fee
---------------------------------	-----------------	---------------------------

Bank Financial Management

<u>Analyzing Bank Performance with Text</u>		
7/6/10-8/22/10	2	\$753/\$958
<u>Analyzing Bank Performance without Text</u>		
7/6/10-8/22/10	2	\$625/\$805
<u>Managing Funding, Liquidity and Capital with Text*</u>		
5/10/10-6/20/10	1	\$603/\$753
<u>Managing Funding, Liquidity and Capital without Text*</u>		
5/10/10-6/20/10	1	\$475/\$625
<u>Managing the Bank's Investment Portfolio with Text*</u>		
6/21/10-8/1/10	1	\$603/\$753
<u>Managing the Bank's Investment Portfolio without Text*</u>		
6/21/10-8/1/10	1	\$475/\$625

Same text (NEW EDITION SEPTEMBER 2009) used for all courses EXCEPT Understanding Bank Performance.

AIB Certificate Courses

<u>Supervisor Certificate</u>		
5/3/10-8/22/10	3.25	\$695/\$875
7/26/10-11/14/10	3.25	\$695/\$875

See the self-paced courses on the next page for more certificate options.

General Banking

<u>Analyzing Financial Statements*</u>		
5/10/10-8/29/10	3	\$493/\$613
6/21/10-10/12/10	3	\$493/\$613
8/9/10-12/5/10	3	\$493/\$613
<u>Banking Today</u>		
6/28/10-8/1/10	0.5	\$323/\$403
<u>Economics for Bankers</u>		
5/17/10-9/7/10	3	\$413/\$513
7/12/10-10/31/10	3	\$413/\$513
<u>Financial Accounting*</u>		
5/10/10-8/29/10	3	\$493/\$613
7/26/10-11/14/10	3	\$493/\$613
<u>General Accounting*</u>		
5/10/10-8/29/10	3	\$523/\$653
6/14/10-10/3/10	3	\$523/\$653
8/2/10-12/5/10	3	\$523/\$653
<u>Money and Banking</u>		
5/3/10-8/22/10	3	\$413/\$513
7/19/10-11/7/10	3	\$413/\$513
<u>Principles of Banking</u>		
5/3/10-8/22/10	3	\$413/\$513
5/17/10-9/7/10	3	\$413/\$513
6/14/10-10/3/10	3	\$413/\$513
7/12/10-10/31/10	3	\$413/\$513
8/16/10-12/12/10	3	\$413/\$513
<u>Principles of Banking Accelerated</u>		
5/10/10-7/18/10	2	\$343/\$453
6/21/10-8/29/10	2	\$343/\$453
7/19/10-9/26/10	2	\$343/\$453

* = requires participant to have Microsoft Excel software.

Course Title Start/End Dates	Credit Hours	Member/ Non-Member Fee
---------------------------------	-----------------	---------------------------

Law and Banking

<u>Law and Banking: Applications with Text</u>		
5/3/10-8/22/10	3	\$463/\$568
7/19/10-11/7/10	3	\$463/\$568
<u>Law and Banking: Applications without Text</u>		
5/3/10-8/22/10	3	\$355/\$445
7/19/10-11/7/10	3	\$355/\$445
<u>Law and Banking: Principles with Text</u>		
5/17/10-9/7/10	3	\$463/\$568
7/26/10-11/14/10	3	\$463/\$568
<u>Law and Banking: Principles without Text</u>		
5/17/10-9/7/10	3	\$355/\$445
7/26/10-11/14/10	3	\$355/\$445

Same text (NEW EDITION AUGUST 2008) used for both courses.

Marketing and Sales

<u>Financial and Business Planning for Bank Marketers</u>		
6/21/10-8/22/10	1	\$315/\$395
<u>Marketing Financial Services</u>		
7/26/10-11/14/10	3	\$413/\$513

Retail Banking and Lending

<u>Commercial Lending</u>		
5/17/10-9/7/10	3	\$413/\$513
6/21/10-10/12/10	3	\$413/\$513
8/9/10-12/5/10	3	\$413/\$513
<u>Consumer Lending</u>		
5/17/10-9/7/10	3	\$413/\$513
7/19/10-11/7/10	3	\$413/\$513
<u>Fundamentals of Consumer Lending</u>		
7/6/10-8/8/10	0.5	\$250/\$315
<u>Introduction to Agricultural Lending</u>		
6/21/10-8/15/10	1	\$375/\$475
<u>Introduction to Mortgage Lending</u>		
5/17/10-9/7/10	3	\$413/\$513
7/12/10-10/31/10	3	\$413/\$513
<u>Problem Loan Workouts</u>		
5/10/10-6/20/10	1	\$315/\$395
8/2/10-9/12/10	1	\$315/\$395
<u>Today's Teller</u>		
Open** (8 weeks)	2	\$323/\$403
**Participants may register for this course on a weekly basis. Participants who register by Friday will be given access to the course by the following Monday.		
<u>Understanding Your Construction Borrower</u>		
5/17/10-7/25/10	2	\$405/\$505
8/2/10-10/12/10	2	\$405/\$505

Wealth Management and Trust

<u>Trust Basics</u>		
7/19/10-11/7/10	3	\$413/\$513
<u>Trust Operations</u>		
7/26/10-11/7/10	3	\$405/\$505

Institute of Certified Bankers (ICB) Review Courses

<u>ABA Online Review Course for the CRCM Exam with Text</u>		
8/16/10-10/12/10	1	\$683/\$903
<u>ABA Online Review Course for the CRCM Exam without Text</u>		
8/16/10-10/12/10	1	\$450/\$670
<u>ABA Online Review Course for the CTFA Exam with Text</u>		
6/7/10 (8-12 weeks)	0	\$803/\$1,083
<u>ABA Online Review Course for the CTFA Exam without Text</u>		
6/7/10 (8-12 weeks)	0	\$200/\$260

ABA eLEARNING SELF-PACED COURSES

All courses listed are \$95 per member or \$130 per non-member unless indicated.
You have 6 months from the date of enrollment to complete each course.

AIB CERTIFICATE COURSES



You can now register for one course that fulfills all requirements for an AIB Certificate.

COURSE

AIB Bank Service Provider Certificate (\$595/\$795)
AIB Bank Teller Certificate (\$595/\$795)
AIB Call Center Representative Certificate (\$595/\$795)
AIB Customer Service Representative Certificate (\$595/\$795)
AIB Small Business Banking Certificate (\$595/\$795)
AIB Supervisor Certificate (\$595/\$795)
AIB Team Leader Certificate (\$595/\$795)

BASIC BANKING KNOWLEDGE

COURSE, DURATION

Banking Today, 3 hrs

FUNDAMENTAL BUSINESS SKILLS

COURSE, DURATION

Business Etiquette, 2 hrs
Dealing Effectively with Co-Workers, 3 hrs
Ethical Issues for Bankers, 2 hrs
Managing Time at Work, 2 hrs
Meetings That Work, 1hr
Presentation Skills, 2 hrs
Telephone Etiquette, 2 hrs
Writing Bank Correspondence, 3 hrs

MANAGEMENT AND LEADERSHIP

COURSE, DURATION

Coaching for Success, 2 hrs
Corrective Action, 2 hrs
Hiring the Best, 2 hrs
Improving Productivity, 3 hrs
Managing Change, 2 hrs
Managing Employee Relations, 3 hrs
Performance Management, 3 hrs
Project Management Fundamentals, 2 hrs (\$79/\$105)
(Parts One and Two have been combined into one course.)
Rewards and Recognition, 2 hrs

RETAIL BANKING FUNDAMENTALS

COURSE, DURATION

Business of Bankcard Overview, 1 hr
Consumer Credit Products, 3 hrs
Fundamentals of Consumer Lending, 3 hrs
Fundamentals of Mortgage Lending, 2 hrs
Introduction to Financial Planning Products, 4 hrs
Introduction to IRAs, 0.5 hrs
Personal Tax Return Analysis, 4 hrs
Revitalizing Customer Service, 3 hrs
Teller Training Essentials, 8 hrs
Understanding Bank Products, 2 hrs
Understanding Financial Planning, 2 hrs

RETAIL BANKING SALES SKILLS

COURSE, DURATION

Building and Retaining Customer Relationships, 2 hrs
Cross-Selling Deposit Products, 4 hrs
Effective Referrals, 2 hrs
Event Based Selling, 2 hrs
Introduction to IRAs, 0.5 hrs
Introduction to Relationship Selling, 3 hrs
Profiling Mortgage Prospects, 4 hrs
Sales Coaching in the Bank, 2 hrs
Successful Sales Campaigns, 2 hrs
Tele-Consulting, 2 hrs

SMALL BUSINESS BANKING FUNDAMENTALS— \$295/\$450—5-PART SERIES

COURSE, DURATION

Deposit Products for Small Businesses, 2 hrs
Fundamentals of Small Business Banking, 2 hrs
Overview of Financial Statements, 2 hrs
Personal Tax Return Analysis, 4 hrs
Retirement Products for Small Businesses, 2 hrs

SMALL BUSINESS BANKING SALES SKILLS— \$195/\$295—3-PART SERIES

COURSE, DURATION

Calling on Small Business Customers, 2 hrs
Relationship Selling to Small Business Customers, 2 hrs
Servicing and Growing Small Business Relationships, 2 hrs

SMALL BUSINESS BORROWING— \$195/\$295—3 PART SERIES

COURSE, DURATION

Credit Products for Small Businesses, 3 hrs
Introduction to Analyzing Financial Statements, 3 hrs
Small Business Borrowing, 1 hr

REGULATORY COMPLIANCE

COURSE, DURATION

Americans with Disabilities Act (ADA), 1 hr
Bank Secrecy Act (BSA), 1 hr
Community Reinvestment Act (CRA), 0.5 hr
Completing the Currency Transaction Report, 2 hr
Credit Card The New Rules, 0.5 hr
Electronic Funds Transfer Act (Reg E), 1hr
Equal Credit Opportunity Act (Reg B), 1.5 hrs
Expedited Funds Availability (Reg CC), 1hr
Fair Credit Reporting Act (FCRA), 0.5 hr
Fair Housing Act, 0.5 hr
Fair Lending, 1 hr
FDIC Deposit Insurance, 1 hr
Home Mortgage Disclosure Act (HMDA), 0.75 hr
Information Security and Red Flags, 0.75 hr
Privacy for Customer Contact Personnel, 0.5 hr
Real Estate Settlement Procedures Act (RESPA), 2 hrs
Regulatory Compliance for Bank Tellers, 3 hrs (\$125/\$160)
Regulatory Compliance for Call Center Reps, 3 hrs (\$125/\$160)
Regulatory Compliance for Consumer Lenders, 5 hrs (\$125/\$160)
Regulatory Compliance for Customer Service Reps, 3 hrs (\$125/\$160)
Regulatory Compliance for Personal Bankers, 4 hrs (\$125/\$160)
Sexual Harassment in the Workplace, 1 hr
Sexual Harassment in the Workplace for Managers, 1 hr
Truth in Lending Act (Reg. Z), 1 hr
USA PATRIOT Act, 0.5 hr

Detailed course descriptions can be found on the web at www.wyomingbankers.com, Education, Continuing Education.
For questions, phone the Wyoming Bankers Association at (307) 638-5008.

AIB Course Enrollment/Withdrawal Form

Before registering, please check with your Human Resources Dept. for your bank's educational assistance policy

PERSONAL INFORMATION

Last 4 digits of Social Security #: _____ Enrolling Withdrawing
Last Name: _____ First Name: _____ MI: _____
Bank: _____
Branch Street Address: _____
City: _____ State: _____ Zip: _____
Work Phone: (_____) _____ Home Phone: (_____) _____
Date of Birth: _____ E-Mail Address: _____

COURSE INFORMATION

Type of course: AIB Online ABA eLearning Correspondence

Course Name	Online Start Date	Online End Date	Correspondence Course Format
			<input type="checkbox"/> Standard <input type="checkbox"/> Testing Out
			<input type="checkbox"/> Standard <input type="checkbox"/> Testing Out
			<input type="checkbox"/> Standard <input type="checkbox"/> Testing Out

I hereby authorize the release of my grade to my employer, the Wyoming Bankers Association and to any accredited college or university for the purpose of receiving credit. I realize the materials used for this AIB course or seminar are copyrighted and I agree not to duplicate any part of them without prior approval from the author.

Signature: _____ Date: _____

Are you working toward an AIB Diploma/Certificate? Yes No

METHOD OF PAYMENT:

- Bill my employer
 Check or money order enclosed

Mailing Information: Please mail or fax completed Course Enrollment or Withdrawal Forms to:
Wyoming Bankers Association/200 East 8th Avenue, Suite 201/Cheyenne, WY 82001/Fax: (307) 638-5013.

ENROLLMENT POLICIES

AIB ONLINE COURSES

Mail a completed enrollment form to the Wyoming Bankers Association at least five (5) business days prior to the beginning date of the course. No late enrollments will be accepted.

Withdrawal Policy

Refunds will be made (less \$10 cancellation fee) for any cancellations or transfers made before the start of the class and upon the return of the textbook in like new condition to the ABA. Refunds will be made (less \$100 cancellation fee) if received within 10 business days from the start of course and the return of the textbook, if applicable. Please include your packing slip or order number with the return of your textbook. You may request a transfer only once with a fee of \$100.00. There are no refunds for cancellations received more than 10 business days after the start of the class.

CORRESPONDENCE STUDY

Enrollment/Withdrawal Policy Cancellation requests or transfers to another student must be made in writing five (5) days from receipt of materials. A handling fee of \$50.00 will be charged for all cancellations. There will be no refunds or transfers after the 5-day period.

NONDISCRIMINATION POLICY

The Wyoming Bankers Association reaffirms its standing policy on nondiscrimination in employment and in all programs and activities with respect to race, creed, color, sex, age, religion, or national origin.

FOR MORE INFORMATION ABOUT WBA TRAINING

Please call the Wyoming Bankers Association at (307) 638-5008, or check out the Wyoming Bankers Association website at www.wyomingbankers.com.