

**QUALIFICATION: ESTATE PLANNING ESPL01-OS**  
**MODE OF DELIVERY: ONLINE****DESCRIPTION****PROGRAMME PURPOSE**

The aim of this short course is to refresh the knowledge and application skills in the arena of estate planning of both students and professionals or practitioners. The course is ideal for students, professional advisers and fiduciary practitioners who have a foundational knowledge of income tax, capital gains tax, estate duty, wills, intestate succession and the patrimonial consequences of the different marital regimes in South Africa. The objective of the short course is to update and recap on the skill of devising a holistic estate plan for a client, which includes recommendations on saving estate duty as well as the ability to improve an existing estate plan. The short course is offered and assessed on par with a level 6 of the South African national qualifications framework (NQF6).

Once you have successfully completed this course, you will be able to:

1. Improve an existing estate plan.
2. Devise a new holistic estate plan and apply estate duty saving techniques to the plan.

Completion of the course carries 26 CPD points awarded by the Financial Planning Institute of Southern Africa. Successful completion of the assessments carries another one CPD point.

The short course is aimed at both students and professionals in the financial planning and related industries who require a refresher course in estate planning.

The following people will benefit from this short course:

1. Students studying towards a Postgraduate Diploma in Financial Planning at any institution, who require a refresher course on estate planning
2. Students attempting the Financial Planning Institute's Professional Competency Exam towards acquisition of the CFP® designation

3. Professionals attempting the Financial Planning Institute's Challenge Examination towards acquisition of the CFP® designation
4. Financial planners, financial advisers and trainers who require a refresher of their knowledge and estate planning techniques
5. Financial planners, financial advisers and trainers who wish to specialise in the field of estate planning
6. Fiduciary services practitioners in the financial planning and banking industries who require a refresher of their knowledge and estate-planning techniques
7. Professionals wanting to enter the financial planning and banking industries as fiduciary services practitioners
8. Financial planning professionals who wish to acquire CPD points.

## **PROGRAMME OUTCOMES**

On completion of this course, the qualifying candidate will be able to:

1. Determine and explain the practical and monetary implications of an existing estate plan and suggest improvements thereto.
2. Apply knowledge of legislation and devise a new estate plan for a client, including recommending and utilising estate duty savings techniques.
3. Explain the role of trusts in estate planning and apply the estate duty techniques in relation to trusts.

## **PROGRAMME STRUCTURE**

The following key topics are covered in the course:

- Goals and objectives of estate planning and the role of the estate planner in the process
- The role of trusts in estate planning
- Factors that impact upon an estate plan
- The estate duty calculation
- Estate liquidity
- Techniques to save estate duty
- Using the six steps of estate planning to compile the estate plan.

## **MODULE DESCRIPTIONS**

Online Short Course: Estate Planning ESPL01-OS

## ADMISSION REQUIREMENTS

Proficiency in English is required.

Open enrolment, but a basic knowledge of the following is assumed and will be necessary for successful completion of the course:

1. The different South African marital regimes and the patrimonial consequences thereof, including the accrual system
2. Application of the Wills Act, 1953 (Act No. 7 of 1953)
3. Application of the Intestate Succession Act, 1987 (Act No. 81 of 1987)
4. Application of the Estate Duty Act, 1955 (Act No. 45 of 1955)
5. The South African concept of a trust
6. Calculation of the income tax liability of a natural person
7. Calculation of the capital gains tax liability of a natural person
8. South African donations tax and transfer duty.

### English proficiency

Applicants are required to be proficient in English prior to admission to the course. Applicants whose first language is not English may be required to provide proof of proficiency.

## ACCESS TO TECHNOLOGY

Milpark provides students with materials, resources, formative assessments (including online tests and quizzes), discussion opportunities and a number of administrative services as part of the *myMilpark* and *myCourses* online tuition and support environments. Course materials direct students to additional external resources in the form of links to downloadable documents, websites and videos.

Having access to the above online facilities is essential for efficient communication, learning and success. You will need continuous (daily) access to study, using the resources mentioned above, and to submit and receive your assignments.

### Minimum system requirements

1. Reliable internet connection with continuous access
2. Firefox/Internet Explorer/Chrome web browser
3. Microsoft Word
4. The means to open and read PDF documents
5. The means to scan and upload documents
6. Email/cellphone for notification and communication.

## STUDENT SUPPORT

### Library access

The Milpark Library now provides access to e-books in a virtual library called Cyberlibris (Scholartext). Lecturers may create smart bookshelves per course or module for students to access (these shelves can contain prescribed and recommended books). Students can also create their own personal smart bookshelves containing resources for their studies. Having access to a digital library means that thousands of students can access books and resources from anywhere at the same time online. There is no need to make reservations and requests, and no limit to the time a student has to access a book. With the implementation of Cyberlibris, students also have access to full-text resources via ProQuest (global), Ebsco (global) and Sabinet (South African publications), to assist with research and to enrich their learning experience. Access to the Library is included in the module fee.

### Tutor

Comprehensive student support services are available. Students are provided with administrative support by Student Services. To assist with understanding content, students have access to tutors whom they can contact individually. Students who experience study and/or personal problems have access to a student counsellor. All support services are available to registered students via *myMilpark (myCourses)*.

## ASSESSMENT

An integrated approach to assessment is applied. The practical nature of the course is emphasised in all assessments.

The following are examples of assessments/activities that you could be exposed to during your course:

- Online quiz or online test
- Individual and/or group assignments with open-ended questions
- Online discussion forums with other students and your course lecturer
- Watching videos and summarising the main points
- Reading and engaging with study material, articles or information on websites
- Researching a specific topic and summarising your findings.

The exact structure of your assessments will be communicated to you in a detailed assessment plan when the course commences. A minimum final mark of 50% will be required in order to complete the course successfully.

## DURATION

This course will run over a period of four weeks, from Tuesday to Monday every week.

## **CERTIFICATION**

A short course certificate of completion will be issued provided that you meet the minimum requirements for certification for this specific course.

## **FURTHER STUDIES**

Students who have successfully completed this short course certificate may articulate onto other short courses. Students may at any time apply for admission to any of Milpark's further or higher education qualifications, where they may be admitted, subject to the admission requirements of each qualification.

## **PRICING**

The course fees include access to the online environment (including library services) for the full duration of the course, all study material, access to the lecturer online and one cycle of assessments.

## **DISCLAIMER**

The content of this brochure is accurate at the time of going to print. Milpark Education reserves the right to change the course content due to changes in legislation, market requirements and other reasons. Notice of such changes will be published on our website.

**WEBSITE:** [www.milpark.ac.za](http://www.milpark.ac.za)

**EMAIL:** [info@milpark.ac.za](mailto:info@milpark.ac.za)

**JOHANNESBURG CAMPUS:** Tel: (011) 718-4000 Fax: (011) 482-1814

Cnr Main Road and Landau Terrace, Melville Ext 2

P O Box 91714, Auckland Park, 2006

Email: [studentservices@milpark.ac.za](mailto:studentservices@milpark.ac.za)

Website: [www.milpark.ac.za](http://www.milpark.ac.za)

**CAPE TOWN CAMPUS:** Tel: (021) 673-9100