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April 2024

CII Level 6 Advanced Diploma in Financial Planning Qualification specification



Thank you for considering study with the CII. This specification summarises the purpose and the content of this qualification to help you decide whether it meets your learning needs.

The qualifications section of the CII website, unit syllabus documents and CII policies provide further detail on the features summarised here.

Qualification overview

The **CII Level 6 Advanced Diploma in Financial Planning** builds on prior study at Level 4 to develop and assess specialist planning capabilities.

Who is this qualification for?

This qualification is particularly appropriate for:

- Retail investment advisers qualified at Level 4
- Paraplanners, technical consultants and staff in related support roles qualified at Level 4
- Those wishing to become a Chartered Financial Planner.

Benefits for individuals and employers

The Advanced Diploma enables advisers to develop specialist planning capabilities and offer a sophisticated and comprehensive approach to financial management.

You will gain clear differentiation from the main body of advisers, with completion leading to Chartered Financial Planner status (holders need to have five years' industry experience, not necessarily post-qualification).

Summary of content

The Advanced Diploma involves completion of:

- a compulsory unit AF5 that assesses advanced planning skills and,
- a selection of optional units, which each develop advanced skills in applying technical knowledge to complex situations.

Entry and professional completion requirements

Entry requirements

There are no entry requirements for this qualification.

However, to meet the demands of study at level 6 (approximately Honours degree level), it is recommended that you complete the CII Level 4 Diploma in Financial Planning or CII Level 4 Diploma in Regulated Financial Planning prior to studying CII level 6 units, and that you are confident that you have maintained and enhanced your knowledge with regular CPD. You will be required to hold one of these qualifications before you can complete the Advanced Diploma and each Level 6 unit will require assumed knowledge from the licence to practise at level 4 and any relevant technical units.

Qualification structure

Core unit

You will need to complete the following Advanced Diploma (Level 6) unit.

(AF5) Financial planning process

30 CII credits

Optional units

You will need to complete a selection of the following units. These must total at least 90 CII credits.

(AF1) Personal tax and trust planning

30 CII credits

(AF4) Investment planning

30 CII credits

(AF6) Senior management and supervision

30 CII credits

(AF7) Pension transfers

20 CII credits

(AF8) Retirement income planning

30 CII credits

Additional completion requirements units

The CII Level 6 Advanced Diploma in Financial Planning builds on professional knowledge requirements typically gained through study of key units from the CII Level 4 Diploma in Regulated Financial Planning and the CII Level 4 Diploma in Financial Planning and a sufficient range of other CII units to gain a good breadth of knowledge across the industry.

If you do not already hold these, you will need to complete additional units to satisfy the following rules.

To complete you need to obtain 290 CII credits, of which:

- at least 120 CII credits must be at Advanced Diploma level (Level 6). Where you already hold withdrawn CII AFPC units these will count towards this requirement. These must include compulsory unit AF5 (holders of AFPC unit H25 Holistic financial planning satisfy this requirement).
- a further 40 CII credits must be at Diploma level (Level 4) or above.
- the remaining credits can come from any personal finance unit, excluding LF1.

Please visit the [Advanced Diploma in Financial Planning page](#) to see detailed completion requirements and unit details to help you choose the units most useful to your role and learning needs.

Learning and assessment

Learning materials provided

For units in this qualification, students typically have access to the following materials:

- Case study workbook or study text (digital only or printed and digital) with online updates (not for AF5)
- RevisionMate online course access, including:
 - Exemplar assessment
 - Learning, study and assessment guidance

Additional resources may be available for some units.

Study time

Specific study time guidelines are provided for each unit on its webpage and in the CII qualifications brochure.

The notional Ofqual 'Total Qualification Time' for this qualification is 600 hours*. This represents the time a student might typically take to upgrade their CII Level 4 Diploma in Financial Planning or Regulated Financial Planning to the CII Level 6 Advanced Diploma in Financial Planning by the shortest combination of units from the core and optional units available.

The number of hours may increase dependent on the units chosen.

Further study time will be needed for any units required to meet the additional completion requirements (for students who have not already completed these as part of their prior study).

Assessment format

The Level 6 core and optional units are assessed by examination or by coursework assignments.

Please check your selected unit for more details.

The qualification award will be graded pass/fail.

*'Total Qualification Time' is a term that awarding organisations are required by Ofqual (the qualifications regulator in England) to use to describe the size of qualifications.

To be awarded this qualification, each compulsory unit and sufficient optional units must be passed. The nominal pass mark for each unit within this qualification can be found on the relevant unit page. Please note, pass marks may vary from examination to examination to take account of the relative difficulty of examinations presented to candidates, ensuring that the pass standard remains constant.

We regularly update our qualifications, units and assessments to maintain industry relevance and assessment standards.

Further information on learning and assessment for each unit

Please ensure that you refer to the individual unit syllabus for unit-specific details:

- learning outcomes and assessment criteria
- further reading and resources
- important notes, such as the tax and legislative position that will be assessed

This is available on each unit webpage, accessible from the [qualification webpage](#).

Please also select your unit from the webpage to find out about any unit updates.

Important assessment policies

Details of terms and conditions which apply to candidates entering for assessments with the CII are set out on the CII website. By entering any assessment with the CII, you agree to be bound by these terms and conditions and our [assessment policies](#).

Fair access to our qualifications

The CII acts at all times to ensure that no unfair barriers apply to those seeking to gain the qualifications it offers. If, due to disability or illness, you may require adjustments in order to access an assessment, please read the [Qualifications accessibility and special circumstances policy and guidance](#) and contact the CII Customer Service team as soon as possible to discuss how we can meet your needs.

Qualification Fees

We are required by our regulators to publish a standardised set of qualification fees and these are set out below. The best way for you to calculate the cost of completing a qualification is by looking at the unit shop pages for the units you are planning to take.

The terms, 'Standard Qualification Fee', 'Package fee' and 'Associated Learner Fees' are defined by our regulators, Ofqual, CCEA and Qualifications Wales, to create consistency between UK-based awarding organisations. It is a regulatory requirement to illustrate our pricing in this way. The total price paid will depend upon specific pathway chosen, membership status and local currency. Further pricing information by unit and component relevant to your specific pathway remains available on your qualification webpage. The table below describes what each fee indicates.

Fee	Description
Standard Qualification Fee	The standard total fees payable for the assessment elements of the core qualification throughout a typical course of study.
Package Fee	Where applicable, the total of the fees payable for mandatory learning materials elements of the core qualification throughout a typical course of study.
Associated Learner Fees	Additional fees for optional services payable: <ul style="list-style-type: none"> • at the learner's discretion. • in specific circumstances only; or, • for additional study requirements prior to completing this qualification.

Please note these fees are based on non-CII members taking the qualification in the UK, following a typical route to completion, using digital only options where available. Costs may vary for those residing outside the UK and depending on the route to completion. Substantial discounts are available to members and are detailed on the individual unit shop pages.

Standard Qualification Fee	£1,139.00
Package Fee	£220.00
Associated Learner Fees	
Annual	
Non-Mandatory Annual Membership (Assumes you are qualified at Diploma level)	£205.00
One off	
Digital enrolment	£576.00
Digital and printed enrolment	£693.00
Study text update (Printed and Digital)	£493.00
Study text update (Digital only)	£412.00
Video tutorial	£212.00
For additional completion requirements units see Additional Completion Requirements section	
Standard Qualification Fee	£1782.00
Package Fee	£257.00
Associated Learner Fees	
Digital enrolment	£1129.00

Digital and printed enrolment	£1353.00
Digital only enrolment plus	£1352.95
Digital and printed enrolment plus	£1537.66
Key facts booklet (Printed and Digital)	£396.00
Key facts booklet (Digital Only)	£333.00
Knowledge checker	£264.00
E-learn	£304.00
Audio revision	£458.00
Study text update (Printed and Digital)	£560.00
Study text update (Digital only)	£471.00

For post results services prices, please visit the [Post results services webpage](#).

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