

Registration Form

Fund Governance Masterclass - 2024/2025

Please complete this form in electronic format (one form per participant) and return it to certifications@ila.lu.

Date and time

30/09 - 04/10/2024 – including a dinner with a guest speaker on 30/09/2024.

27/01 - 31/01/2025 – including a dinner with a guest speaker on 30/01/2025.

Personal information

First name		Last name	
Company		Position	
Office phone		Email address	
Mobile phone (*)		Private email address	
Postal address (**)			

(*) will only be used in case of last-minute information

(**) used for admin purpose

Membership

- ☐ I am an individual ILA member
- ☐ I am an affiliated ILA member under the corporate membership of my company
(Please mention the company name) _____
- ☐ I am not an ILA member but I am applying as an [individual member](#)
- ☐ I am not an ILA member

Invoicing

The invoice should be sent to:

Company name (if applicable)	
To the attention of	
Address	
Email address	

- ☐ I am a self-funded participant (Self-funded candidates to a Category 2 ILA course may request extended payment conditions by contacting certifications@ila.lu)

Pre-requisites

To enter this certification programme, attendees should fulfill at least one of the following conditions:

1.	<input type="checkbox"/> I am an ILA Certified Director - Year of certification _____
2.*	<input type="checkbox"/> I have at least 3 years of experience in the Fund industry as a Board member (executive or non-executive). My mandates are the following (please mention company names and mandate periods i.e. mm/yyyy):
3.*	<input type="checkbox"/> I have at least 3 years of experience in the Fund industry as a Conducting Officer or in a relevant executive management position. Please describe your role and the type of interactions with the board:

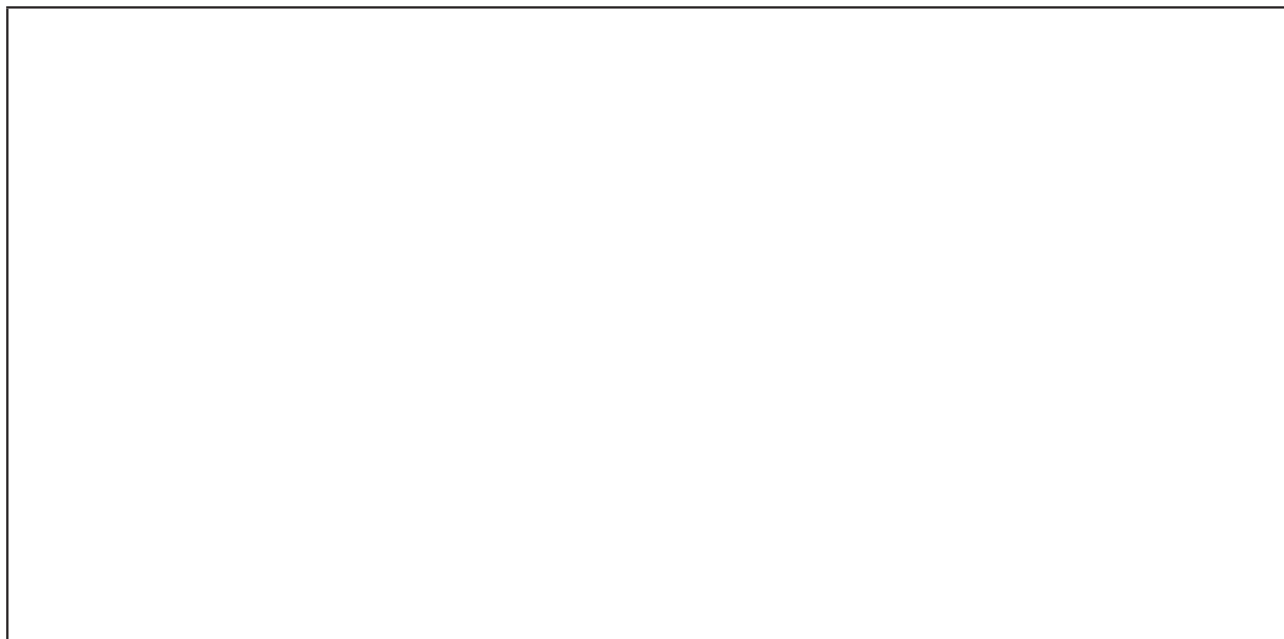
(*) Admission based on this condition remains at the discretion of the ILA Executive Committee. If you are unsure whether you meet the pre-requisites for this course, please contact the ILA Certifications Team to discuss (certifications@ila.lu - +352 26 49 58 5976).

Biography

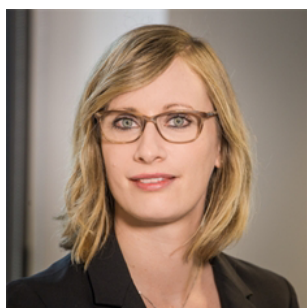
As we are planning to hand out a document introducing the speakers as well as the participants, please provide us below with a **brief professional biography** together with a **recent picture** (*an example is available below*).

The picture can be provided separately in .jpg format to certifications@ila.lu.

- ☐ I already provided my picture to ILA for membership or other training purposes and I agree to have this picture used in my biography



Example of professional biography



Anne-Marie Nicolas

Anne-Marie Nicolas is a partner with the Banking and Finance department of the international law firm Loyens & Loeff. She specialises in international banking and finance transactions and regulatory matters relating to the financial services industry. She also advises on insolvency, structured finance and corporate governance matters.

Previously, she was a banking and finance lawyer with a magic circle law firm in Luxembourg and headed the EMEA and India corporate and banking legal practice of a USD13 billion industrial group listed on the NY stock exchange, where she also acted as an executive board member for a number of the group's entities and advised subsidiary board members in 33 countries.

Anne-Marie is Luxembourg law and New York law qualified and a member of the ILA Banking Committee and the ILA Marketing and Communication Committee. Anne-Marie is also a member of the Business Finance Forum of the ABBL (Bankers and banks association of Luxembourg).

Anne-Marie holds masters in French and German Law from the university of Paris I-Panthéon-Sorbonne and the Universität zu Köln and an LL.M. in American law from Boston University. She speaks fluent French, German and English.

Dinner

Dinner on day 1 ☐ Yes, I will attend ☐ No, I will not attend

Dinner on day 9 ☐ Yes, I will attend ☐ No, I will not attend

Please specify should you have any dietary restrictions _____

How did you hear about this training programme?

ILA

☐ Website ☐ Promotional flyer ☐ Event ☐ Newsletter ☐ ILA member

Others

☐ Social media (LinkedIn/Twitter) ☐ Press article/magazine
☐ Employer/colleague ☐ Other _____

What are your motivations, objectives, and goals for attending this training programme?

Practical information

Date and time

30/09 - 04/10/2024 – including a dinner with a guest speaker on 30/09 and a cocktail on 04/10/2024.
27/01 - 31/01/2025 – including a dinner with a guest speaker on 30/01/2025.

The modules will be taking place from 08:30 to 17:30 each day.

Venue

INNSiDE by Meliá Luxembourg
12 rue Henri M. Schnadt
L-2530 Gasperich Luxembourg

Only a few parking spots are available at the hotel, at your own expense. Please use the P+R around the venue (P+R Lux Sud or P+R Stade) or public transport.

Language

The course is conducted in English.

Fees & Conditions

- The 10 modules will be invoiced as follows:
 - For ILA certified Directors: 7,500.00 EUR (+VAT 3%)
 - For ILA members: 8,000.00 EUR (+VAT 3%)
 - For non-members: 11,300.00 EUR (+VAT 3%)
- Fees are inclusive of training materials, refreshments, lunches, dinner on day 1 and day 9 and exam admission (2 attempts, 75% required to pass).
- Fees must be paid at the latest **10 business days prior** to the start of the first course.
- Cancellation fees: please refer to the [ILA General Terms and Conditions](#) for Category 2 ILA courses.
- ILA is authorised as a provider of continuing vocational training by the Ministry of Education (ministerial approval dated 11 October 2011). Fees are eligible for State co-financing.

Award

Status awarded upon successful completion of the programme and exam completion:

- ILA Certified Director, Fund Governance Expert (for ILA Certified Directors)
- Fund Governance Diploma (for non-certified Directors)

Consent

- ☐ I hereby agree to the ILA General Terms and Conditions and accept to be invoiced for this training programme.
- ☐ I hereby agree to share my name, company information and biography with the other participants and speakers, only in the context of this training programme.
- ☐ I hereby authorise ILA to use the pictures that may be taken during the session for communication purposes, and to publish them on its website and/or any promotional material. Please refer to the ILA Privacy notice for more information.
- ☐ I am fully aware that all ILA courses are conducted under the Chatham House Rule. Therefore, I hereby agree to respect the confidential nature of all and any discussion which will take place during the sessions.
- ☐ By sending back the form, I acknowledge that I have read the ILA Privacy notice and ILA General Terms and Conditions, that I accept them, and that I agree to be invoiced for this training.

Please note that we need you to return this form in its original **editable format**, the below signature box can be filled in by simply typing your full name.

Signature: