



ARAB INSTITUTE FOR  
ACCOUNTANTS & LEGAL

المعهد العربي للمحاسبين والقانونيين



[www.aialme.com](http://www.aialme.com)

**Training Calendar 2015**



## AIAL Training Calendar 2015

### Accounting & Auditing

SN	Course Name	Dates	Venue
1	ACCA - Associate Chartered Certified Accountant	04 – 08 Jan 15	Kuala Lumpur
2	CPA - Certified Public Accountant	10 – 15 Jan 15	Kuala Lumpur
3	ECPA - Emirates Certified Public Accountant	11 – 15 Jan 15	Dubai
4	IACPA - International Arab Certified Public Accountant	12 – 16 Jan 15	Dubai
5	IACMA - International Arab Certified Management Accountant	12 – 16 Jan 15	Kuala Lumpur
6	CMA - Certified Management Accountant	12 – 23 Jan 15	Dubai
7	CIA - Certified Internal Auditor	19 – 23 Jan 15	Casablanca
8	CPAA - Certified Public Accountant & Auditor	01 – 05 Feb 15	Casablanca
9	CPIA - Certified Professional Internal Auditor	02 – 06 Feb 15	Beirut
10	CPSA - Certified Professional Senior Auditors	02 – 13 Feb 15	Beirut
11	CAM - Certified Audit Manager	09 – 13 Feb 15	Dubai
12	CICA - Certified Internal Control Auditor	16 – 27 Feb 15	Colombo
13	CCA - Certified Cost Accountant	16 – 20 Feb 15	Kuala Lumpur
14	CCS Cost Control System	23 – 27 Feb 15	Istanbul
15	CFM Certified Financial Manager	23 – 27 Feb 15	Colombo
16	CFC Certified Financial Consultant	02 – 06 Mar 15	Istanbul
17	CFO Chief Financial Officer	08 – 19 Mar 15	Manila
18	CISI Certified International Security & Investment	08 – 12 Mar 15	Casablanca
19	CGA Certified Government Accountant	08 – 12 Mar 15	Istanbul
20	Accounting for Managers	15 – 19 Mar 15	Colombo
21	Accounting Professional Certification	15 – 19 Mar 15	Manila
22	Financial Professional Certification	15 – 26 Mar 15	Dubai
23	Accounting For Non Accountant	22 – 26 Mar 15	Istanbul
24	General Accounting	27 – 30 Mar 15	Manila

### How to reserve a slot?

- Submit the following documents: (1) passport copy or any national id, (2) passport size photo, (3) education certificate copy or CV/resume to:
  - Dubai (Main Location) – [info@aialme.com](mailto:info@aialme.com)
  - Beirut – [beirut@aialme.com](mailto:beirut@aialme.com)
  - Istanbul – [istanbul@aialme.com](mailto:istanbul@aialme.com)
  - Casablanca – [casablanca@aialme.com](mailto:casablanca@aialme.com)
  - Manila – [manila@aialme.com](mailto:manila@aialme.com)
  - Colombo – [Colombo@aialme.com](mailto:Colombo@aialme.com)
  - Kuala Lumpur – [kualalumpur@aialme.com](mailto:kualalumpur@aialme.com)
- State which course you would like to register. Registration should be made at least 1 month before the course date to ensure slots.
- Full fees should be paid upon registration/reservation of slots.
- Payment can be made by bank transfer (*request from course location*). For Dubai location: cash, cheque, card accepted.

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## AIAL Training Calendar 2015

### Financial Management

SN	Course Name	Dates	Venue
25	Financial Professional Certification	02 – 05 Apr 15	Dubai
26	CWM Certified/Chartered Wealth Manager	05 – 09 Apr 15	Casablanca
27	CAM Chartered/Certified Asset Manager	05 – 16 Apr 15	Dubai
28	CAMC Certified Anti-Money Laundering Consultant	05 – 09 Apr 15	Dubai
29	CCA Chartered Compliance Analyst	12 – 23 Apr 15	Beirut
30	CPM Certified/Chartered Portfolio Manager	12 – 16 Apr 15	Dubai
31	CRA Chartered/Certified Risk Analyst	19 – 23 Apr 15	Colombo
32	MFP Master Financial Planner	19 – 22 Apr 15	Kuala Lumpur
33	CFP Certified Financial Planner	26 – 30 Apr 15	Beirut
34	RFS Registered Financial Specialist	02 – 05 May 15	Manila
35	CMA Certified/Chartered Market Analyst	02 – 07 May 15	Dubai
36	CCC/MFC Certified in Cost Control	03 – 08 May 15	Istanbul
37	CCA Chartered Credit Analyst	04 – 08 May 15	Dubai
38	CORM Certified Operations Risk Manager	09 – 12 May 15	Dubai
39	RICO Registered Islamic Compliance Officer	12 – 15 May 15	Dubai
40	RIFS Registered Islamic Financial Specialist	12 – 15 May 15	Istanbul
41	IFRS International Financial Reporting Certification	15 – 19 May 15	Kuala Lumpur
42	PEC Private Equity Certification	15 – 18 May 15	Dubai
43	CCA Certified Commodities Analyst	18– 22 May 15	Dubai
44	AFA Accredited Financial Analyst	18 – 22 May 15	Casablanca
45	CFA Certified Financial Analyst	23 – 26 May 15	Beirut
46	CAPA Certified Asset Protection Analyst	04 – 08 Jun 15	Dubai
47	CCO Certified Compliance Officer and Analyst	09 – 11 Jun 15	Dubai
48	Forex Trading Performance & Tools	04 – 08 Jun 15	Kuala Lumpur
49	Internet Banking Fraud Prevention	12 – 16 Jun 15	Dubai
50	Credit Control & Debt Management	17 – 20 Jun 15	Dubai
51	CITA Certified International Tax Analyst	21 – 25 Jun 15	Dubai

### Terms and Conditions

1. Dates can be change under certain circumstances
2. Participants will be inform 1 month before the course date if there will be changes in the schedule which happens very rare
3. 100% fees should be paid in advance

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## AIAL Training Calendar 2015

### Islamic Finance

SN	Course Name	Dates	Venue
52	CIB Certified Islamic Banker	05 – 08 Jul 15	Dubai
53	CIBAFI Certified Islamic Specialist in Capital Markets	10 – 14 Jul 15	Dubai
54	CIBAFI Certified Islamic Specialist in Trade Finance	17 – 19 Jul 15	Dubai
55	CIBAFI Certified Islamic Specialist in Takaful	17 – 19 Jul 15	Istanbul
56	CIBAFI Certified Islamic Specialist in Sharia Auditing	17 – 19 Jul 15	Kuala Lumpur
57	CIBAFI Certified Islamic Specialist in Accounting	18 – 21 Jul 15	Dubai
58	CIBAFI Certified Islamic Specialist in Governance and Compliance	21 – 24 Jul 15	Dubai
59	CIBAFI Certified Islamic Specialist in Risk Management	25 – 26 Jul 15	Casablanca
60	CIBAFI Professional Master in Islamic Finance	22 – 26 Jul 15	Dubai
61	Risk Management in Islamic Finance Organization	27 – 30 Jul 15	Dubai

### Legal/Law

SN	Course Name	Dates	Venue
62	CLT Certified Legal Trainer	02 – 05 Aug 15	Dubai
63	Preparation Regional Program of the International Arbitrators	08 – 11 Aug 15	Dubai
64	IT Arbitration and Information Protection	13 – 16 Aug 15	Dubai
65	Banking and Finance Arbitration	13 – 16 Aug 15	Istanbul
66	Compensation in Commercial Arbitration	13 – 16 Aug 15	Kuala Lumpur
67	Maritime Arbitration & Marine Insurance Claims Settlement	19 – 22 Aug 15	Dubai
68	Arbitration in Banking Contracts	24 – 26 Aug 15	Dubai
69	Arbitration in Financial Securities Disputes	24 – 26 Aug 15	Casablanca
70	Arbitration in Construction Contracts	28 – 30 Aug 15	Dubai
71	Real Estate Arbitration in Engineering Disputes	02 – 06 Sep 15	Dubai
72	Arbitration in Insurance Disputes	02 – 06 Sep 15	Beirut
73	Arbitration in Banking Disputes	02 – 06 Sep 15	Manila
74	CLAM Certified Legal Affairs Manager	07 – 11 Sep 15	Manila
75	FLEER Financial Legal Expert - Expertise Reports	04 – 08 Sep 15	Dubai
76	CPLA Chartered Political Legal Analyst	10 – 14 Sep 15	Dubai
77	FIDIC Real Estate Engineering & Arbitration	15 – 19 Sep 15	Istanbul
78	Certified Anti Money Laundering Specialist	15 – 19 Sep 15	Beirut

**If participant is not available on the given date**

1. Inquire with the location coordinator
2. We can arrange class schedule dates according to participant's availability
3. Participant must register 1 month before to arrange class schedule and location

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## AIAL Training Calendar 2015

### Legal/Law

SN	Course Name	Dates	Venue
79	CLBE Certified Liquidation Banking Expert	15 – 19 Sep 15	Dubai
80	FIA Financial Industry Arbitration	21 – 26 Sep 15	Dubai
81	Forex Performance Trading Tools	28 – 30 Sep 15	Dubai
82	Family Arbitration	28 – 30 Sep 15	Istanbul
83	Law & Legislation of Credit Card Use & Misuse	28 – 30 Sep 15	Kuala Lumpur
84	Legal Paper Drafting & Decisions Regulations	01 – 04 Oct 15	Dubai
85	Accountability, Legislation and Mechanism	01 – 04 Oct 15	Beirut

### Management/Administration

SN	Course Name	Dates	Venue
86	IFQM - International Foundation for Quality Management	01 – 04 Oct 15	Kuala Lumpur
87	PQM - Professional Quality Manager	01 – 04 Oct 15	Dubai
88	UAE HR Law	01 – 04 Oct 15	Casablanca
89	Master Business Administration (MBA Professional)	05 – 07 Oct 15	Casablanca
90	Business Administration	05 – 07 Oct 15	Beirut
91	RBA - Registered Business Analyst	08 – 11 Oct 15	Beirut
92	CSMA - Certified Strategic Management Analyst	08 – 11 Oct 15	Dubai
93	CBMC - Certified Business Management Consultant	08 – 11 Oct 15	Colombo
94	CSPM - Certified Strategic Planning Manager	08 – 11 Oct 15	Kuala Lumpur
95	CSPC - Certified Strategic Planning Consultant	08 – 11 Oct 15	Istanbul
96	MCP - Management Consultant Professional	11 – 15 Oct 15	Colombo
97	MMC - Master Management Consultant	11 – 15 Oct 15	Istanbul
98	CMA - Certified Marketing Analyst	11 – 15 Oct 15	Manila
99	CEC - Certified Ecommerce Consultant	11 – 15 Oct 15	Casablanca
100	CHRA - Chartered Human Resource Analyst	11 – 15 Oct 15	Istanbul
101	CLC - Certified Leadership Consultant	11 – 15 Oct 15	Colombo
102	WMEC - Wealth Management Expert Certification	16 – 20 Oct 15	Manila
103	Constitutional Recently Management	16 – 20 Oct 15	Dubai
104	Educational Firm Promotion and Marketing	16 – 20 Oct 15	Istanbul
105	Corporate Excellence Strategic Planning	21 – 24 Oct 15	Manila
106	Qualified Business Coach	21 – 24 Oct 15	Kuala Lumpur
107	RFM Registered Facilities Manager	21 – 24 Oct 15	Dubai
108	KPI - Key Performance Indicators	21 – 24 Oct 15	Casablanca
109	CIPT - Certified International Professional Trainer	25 – 28 Oct 15	Casablanca

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### Management/Administration

SN	Course Name	Dates	Venue
110	CITS - Certified International Training Specialist	01 – 04 Oct 15	Dubai
111	CITM - Certified International Training Manager	01 – 04 Oct 15	Dubai
112	CITC - Certified International Training Consultant	01 – 04 Oct 15	Dubai
113	CTTS Certified Technical Training Specialist	05 – 07 Oct 15	Istanbul
114	Risk Management in Insurance	05 – 07 Oct 15	Kuala Lumpur
115	Human Resource Professional	08 – 11 Oct 15	Dubai
116	CSM Certified Sales Manager	08 – 11 Oct 15	Dubai
117	Marketing & Sales Professional	08 – 11 Oct 15	Casablanca
118	Shipping & Clearance Professional	08 – 11 Oct 15	Dubai
119	Supply Chain Management	08 – 11 Oct 15	Dubai
120	Procurement Management	11 – 15 Oct 15	Beirut
121	Logistics in Distribution	11 – 15 Oct 15	Manila
122	Inventory and Warehouse Management	11 – 15 Oct 15	Manila
123	Operations Management	11 – 15 Oct 15	Dubai
124	Purchase & L/C Professional	11 – 15 Oct 15	Dubai
125	Real Estate Marketing & Professional	11 – 15 Oct 15	Istanbul
126	Press & Media Professional	16 – 20 Oct 15	Beirut
127	Public Relation & Customer Service Professional	16 – 20 Oct 15	Dubai
128	Inventory Professional	16 – 20 Oct 15	Dubai
129	Statistics Professional	21 – 24 Oct 15	Dubai
130	Sports Professional	21 – 24 Oct 15	Dubai
131	Economics Professional	21 – 24 Oct 15	Istanbul
132	Leadership & Team Management	21 – 24 Oct 15	Kuala Lumpur
133	Time Management	25 – 28 Oct 15	Dubai
134	Event Management Professional	27 – 30 Oct 15	Dubai
135	E-Marketing Management Professional	27 – 30 Oct 15	Casablanca

### Legal/Law

SN	Course Name	Dates	Venue
136	School Management & Administration	01 – 04 Nov 15	Dubai
137	Nursery Management & Administration	02 – 06 Nov 15	Dubai
138	Kindergarten Management & Administration	06 – 10 Nov 15	Dubai
139	Library Management Professional	05 – 07 Nov 15	Istanbul
140	Study Plan Training	01 – 04 Nov 15	Kuala Lumpur

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## AIAL Training Calendar 2015

### Engineering

SN	Course Name	Dates	Venue
141	CQS Certified Quantity Surveyor	08 – 12 Nov 15	Dubai
142	CQS Chartered Quantity Surveying	13 – 16 Nov 15	Dubai
143	Quantity Surveying Certification	08 – 12 Nov 15	Casablanca
144	MPM Master Project Manager	15 – 19 Nov 15	Dubai
145	International Primavera P6	16 – 20 Nov 15	Dubai
146	CPE Certified Planning Engineer	17 – 20 Nov 15	Beirut
147	CCE Certified Civil Engineer	15 – 19 Nov 15	Manila
148	CME Certified Mechanical Engineer	17 – 20 Nov 15	Manila
149	CEE Certified Electrical Engineer	14 – 18 Nov 15	Dubai
150	Certified Computer Engineer	19 – 22 Nov 15	Dubai
151	Certified QA/QC Engineer	19 – 21 Nov 15	Istanbul
152	CAE Certified Agriculture Engineer	18 – 22 Nov 15	Dubai
153	CECM Certified Engineering Construction Management	23 – 27 Nov 15	Dubai
154	Construction Health & Safety Environmental Management	23 – 27 Nov 15	Casablanca
155	Certified Engineering & Construction Contracts (Claim & Disputes)	20 – 24 Nov 15	Dubai
156	CPRM Certified Project Risk Manager	25 – 29 Nov 15	Dubai
157	CCM Certified Construction Manager	26 – 28 Nov 15	Beirut
158	PME Project Manager E-Business	26 – 28 Nov 15	Manila
159	CPC Certified Project Consultant	28 – 30 Nov 15	Manila
160	Master Quality Manager - Master of Quality Control	28 – 30 Nov 15	Dubai
161	AAPM Agile Accredited Project Manager	27 – 30 Nov 15	Dubai
162	CCPC Certified Construction Project Consultant	20 – 24 Nov 15	Casablanca
163	CPCC Certified Project Control Consultant	25 – 29 Nov 15	Dubai
164	CAE Certified Autocad Engineer	26 – 28 Nov 15	Dubai
165	Architecture & Interior Design	26 – 28 Nov 15	Beirut
166	Interior Design Professional	28 – 30 Nov 15	Manila
167	Engineering Architectural Art	28 – 30 Nov 15	Manila
168	STAD, ETAB, SAP	27 – 30 Nov 15	Dubai
169	SAIF Software Acquisition Improvement Framework	20 – 24 Nov 15	Dubai
170	CSA Certified System Administrator	25 – 29 Nov 15	Istanbul
171	CISD Certified Instructional Systems Designer	26 – 28 Nov 15	Beirut
172	CIS Certified Information Security (Data Protection)	26 – 28 Nov 15	Dubai
173	GIS Geographic Information Systems	28 – 30 Nov 15	Dubai

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## AIAL Training Calendar 2015

### Hotel and Hospital

SN	Course Name	Dates	Venue
174	Executive Hotel Management	26 – 28 Nov 15	Kuala Lumpur
175	Hotel & Hospitality Management	28 – 30 Nov 15	Kuala Lumpur
176	Hospitality Management	26 – 28 Nov 15	Dubai
177	Hospitality & Customer Service	28 – 30 Nov 15	Dubai
178	Hotel Accounting	26 – 28 Nov 15	Kuala Lumpur
179	Hotel Frontdesk Management	28 – 30 Nov 15	Dubai
180	Hotel Human Resource	26 – 28 Nov 15	Casablanca
181	Hotel Operations	28 – 30 Nov 15	Casablanca
182	Hotel Marketing & Sales	26 – 28 Nov 15	Beirut
183	Operations & Culinary Business Management	28 – 30 Nov 15	Beirut
184	Hospital Management	26 – 28 Nov 15	Dubai
185	Hospital Human Resource	28 – 30 Nov 15	Colombo
186	Hospital Accounting	26 – 28 Nov 15	Kuala Lumpur
187	Hospital Front Desk Management	28 – 30 Nov 15	Istanbul

### Secretarial

SN	Course Name	Dates	Venue
188	Executive Secretarial Professional	02 – 06 Dec 15	Dubai
189	Executive Office Secretarial & Professional	07 – 10 Dec 15	Dubai
190	Office Management Professional	07 – 10 Dec 15	Casablanca
191	RPS Registered Professional Secretary	11 – 15 Dec 15	Dubai
192	RAP Registered Administrative Professional	16 – 19 Dec 15	Dubai
193	CBAP Certified Business Analytics Professional	16 – 19 Dec 15	Beirut
194	CBRP Certified Business Research Professional	08 – 12 Dec 15	Manila
195	English Language Professional	19 – 22 Dec 15	Colombo
196	ABEL American Board for English Language	19 – 22 Dec 15	Dubai
197	Business Correspondence	23 – 26 Dec 15	Kuala Lumpur
198	Certificate in Leadership	23 – 26 Dec 15	Istanbul
199	Customer Service & Complaints Handling	23 – 26 Dec 15	Dubai
200	Selling Skills & Marketing Research	27 – 30 Dec 15	Kuala Lumpur
201	Job Analysis & Evaluation	27 – 30 Dec 15	Casablanca
202	Process Design and Performance Improvement	27 – 30 Dec 15	Dubai
203	Performance Management Strategy, Design and Implementation	27 – 30 Dec 15	Beirut

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