FINM 3009 Student Managed Fund – Admission Procedure

1. Eligibility requirements[[1]](#footnote-1)

* Students must be enrolled in an ANU undergraduate degree
* A minimum GPA of 5.5
* Pre-requisites and Co-requisites:
  + Active Australian Equities team: Pre-requisite: FINM2003; Co-requisite FINM3005
  + Asset Allocation team: Pre-requisite: FINM2003; Co-requisite FINM3008
  + Risk and Compliance team: Pre-requisite: FINM2003
  + Relationship team: Pre-requisite: FINM1001
  + *Note: if pre-requisites are not met, but a student has prior training or experience that they believe provide them with the skills and understanding required of a particular team, the student may provide a short justification to this effect (maximum 150 words) in addition to the requirements of the written application outlined below.*

Please note that the Student Managed Fund (SMF) comprises **12 units**, with 6 units completed in Semester 1, 2019 and 6 units completed in Semester 2, 2019. Students will need to achieve a minimum mark of 60 in the first semester in order to proceed to the second semester. For **Semester 1, 2019**, students may apply to enrol in the fund for a single semester (6 units). However, priority will be given to strong applications from students who are able to enrol in the fund for the full 12 units, and students who enrol for 6-units will not have the opportunity to take on leadership positions within the fund.[[2]](#footnote-2)

1. Written Application

Written applications must be submitted via email to [anna.vonreibnitz@anu.edu.au](mailto:anna.vonreibnitz@anu.edu.au) by no later than **5pm Friday 21 September**.

Applications **should be contained in a single file**, andmust include:

* A completed *Application cover sheet* (contained on the following page)
* A statement detailing the motivation for undertaking the course (maximum 150 words)
* An investment recommendation: maximum 750 words excluding tables and charts, and no more than 2 pages total[[3]](#footnote-3)
* Curriculum Vitae: maximum 2 pages
* ANU Statement of Results

1. Timeline

The intended timeline for admitting students into the SMF course is as follows:

|  |  |
| --- | --- |
| **Activity** | **Date** |
| Applications Open | Friday 24 August (Week 5) |
| Written applications due | 5pm Friday 21 September (Week 7) |
| Interviews held | Week 10 – Week 11 |
| Successful applicants notified by | Friday 2 November |

1. Outline of teams within the SMF

The SMF comprises the following teams:

* *Active Australian Equities team*: roles include undertaking research and making investment proposals regarding the purchase and sale of Australian Shares
* *Asset Allocation team*: roles include undertaking research and making investment proposals regarding changes to asset allocation, via the purchase and sale of ETFs
* *Risk and Compliance team*: roles include the analysis of portfolio for reporting (including performance evaluation), risk management and compliance monitoring
* *Relationship team*: roles include the communication of SMF activities to external parties and preparation of the papers for IAC meetings

1. Contact details

* Any further questions regarding applications should be sent to [anna.vonreibnitz@anu.edu.au](mailto:anna.vonreibnitz@anu.edu.au).

|  |  |  |  |
| --- | --- | --- | --- |
| **Application cover sheet** | | | |
| **Applicant details** | | | |
| Title |  | | |
| First name |  | | |
| Last name |  | | |
| Uni ID |  | | |
| Gender |  | | |
| Email |  | | |
| Phone |  | | |
| Enrolled Program |  | | |
| GPA |  | | |
| Please identify the teams in which you have an interest in being involved in: | | | |
| Active Australian Equities (Pre-requisite: FINM2003; Co-requisite FINM3005) | | | Yes/No |
| Asset Allocation (Pre-requisite: FINM2003; Co-requisite FINM3008) | | | Yes/No |
| Risk and Compliance (Pre-requisite: FINM2003) | | | Yes/No |
| Relationship (Pre-requisite: FINM1001) | | | Yes/No |
| *If applicable*: statement justifying suitability if pre-requisites are not met | | | Yes/No |
| 12 units available to enroll in the fund (6 units per semester) | | | Yes/No |
| **Application checklist** | | | |
| 1. Application cover sheet | | |  |
| 2. Statement detailing the motivation for undertaking the course: 150 word max | | |  |
| 3. Written Investment recommendation: 750 words / 2 pages max | | |  |
| 4. Curriculum Vitae: 2 pages max | | |  |
| 5. Current ANU Statement of Results | | |  |
| **Declaration** | | | |
| I declare that, to the best of my knowledge, the information contained in this application is true and correct. | | | |
| Name |  | | |
| Signature |  | Date | |
| **Submission** | | | |
| The complete application must be submitted to [anna.vonreibnitz@anu.edu.au](mailto:anna.vonreibnitz@anu.edu.au) with the subject header ‘SMF course application’.  **Applications close: 5pm, 21 September 2018** | | | |

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1. The selection committee will strive for gender equity when admitting students to the course. [↑](#footnote-ref-1)
2. Students who are unable to enrol in the fund for two consecutive semesters due to an exchange should note this in their application, so that the circumstances can be discussed during the interview. [↑](#footnote-ref-2)
3. The guidelines for the investment recommendation are deliberately broad, and the context should be determined by the student. The recommendation could be stock specific, related to asset allocation or for a particular asset class, and does not have to be specifically targeted towards the student managed fund, but may be in a context decided by the student. If granted an interview, students may be asked to provide a verbal pitch of this recommendation [↑](#footnote-ref-3)