



Qualified
Personal
Finance
Professional®

QPFP Certification Program

The Foundation of Your Professional Success



Lifetime Career

Higher Income

Recognition

More Clients

Competence
(Knowledge + Skills)

Character
(Integrity + Attitude)



The Foundation of Your Professional Success

QPFP Certification Program

Its your future, take charge

You want a *career for lifetime*, so that you are assured of a good & stable future.

You want *higher income*, so that you & your family can live a good life.

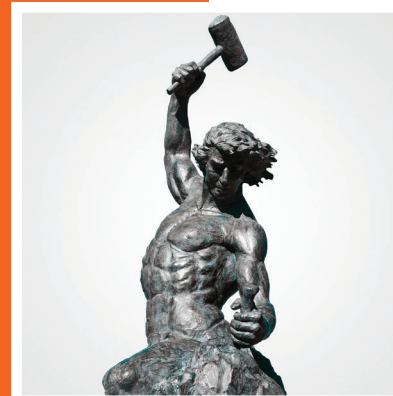
You want *more clients*, so that you can make a difference to people's lives.

You want *recognition*, so that you feel valued for your hard work & commitment.

Personal Finance Advisory is a great and noble profession which can help you achieve above four.

QFPF Certification Program helps career aspirants build a strong foundation by imparting the *required competence* (knowledge & skills) and the *right character* (integrity & attitude).

So that you can build and grow a successful career as a personal finance professional !



Why clients want to work with you

- You solve their problems & address their concerns
- You open up new opportunities for them
- You create, protect & manage their wealth
- They trust your competence (knowledge & skills)
- They trust your character (integrity & attitude)



QPFP Certification Program is designed to help you gain the right expertise and approach so that you can get, serve and retain clients for a lifetime.

Eligibility Criteria to Register for QPFP Program

1. Completed Graduation in any stream. And
2. Has any one industry certification like; NISM VA (AMFI), any other NISM Exams, IRDA, any Modules of CFP Certification, etc.

Qualifying Criteria for QPFP Certification

1. **Attendance** - 60 % attendance of sessions (live or recorded)
2. **Assignments** – 60 % submission of case study assignments
3. **Assessments** – 60 % in ongoing topic tests, module tests and 60 % in final examination

Highlights of QPFP Certification Program

1. **Curriculum** – 50 topics under 5 Modules
2. **Trainers** – 15-25 leading practitioners taking 2-3 sessions each
3. **Tools** – 50+ Tools, Templates and Calculators covered
4. **Duration** – 6 Months (25 Weeks)
5. **Training Hours** – Around 100 Hours (4 Hours * 25 Weeks)

QPFP Final Examination

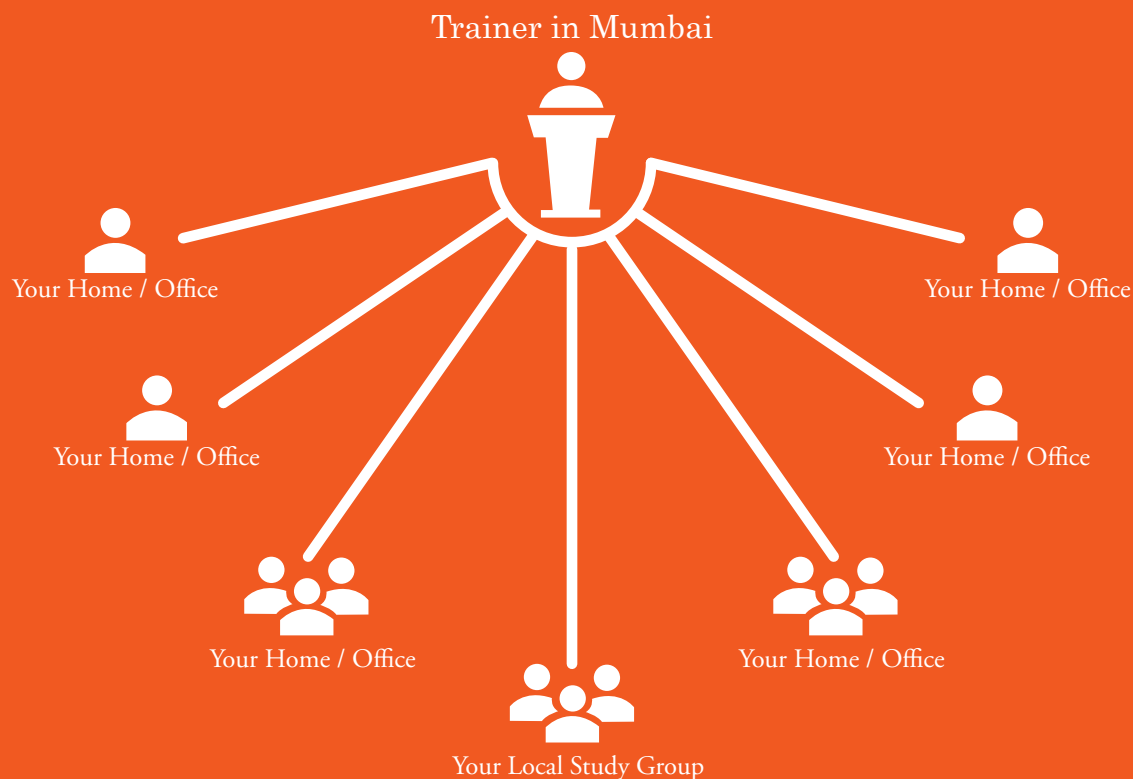
The QPFP Final Examination will be of 4 hours. Our Test Infrastructure partner is NSE Academy Limited and exams will be held at 150+ locations across India. The exam date and format will be announced around the commencement of program.

QPFP Certification

QPFP Certification will be awarded for qualifying candidates and will be subject to renewal. Renewal period, process, fees & eligibility will be published by March 31st, 2020.



QPFP Education Delivery Model

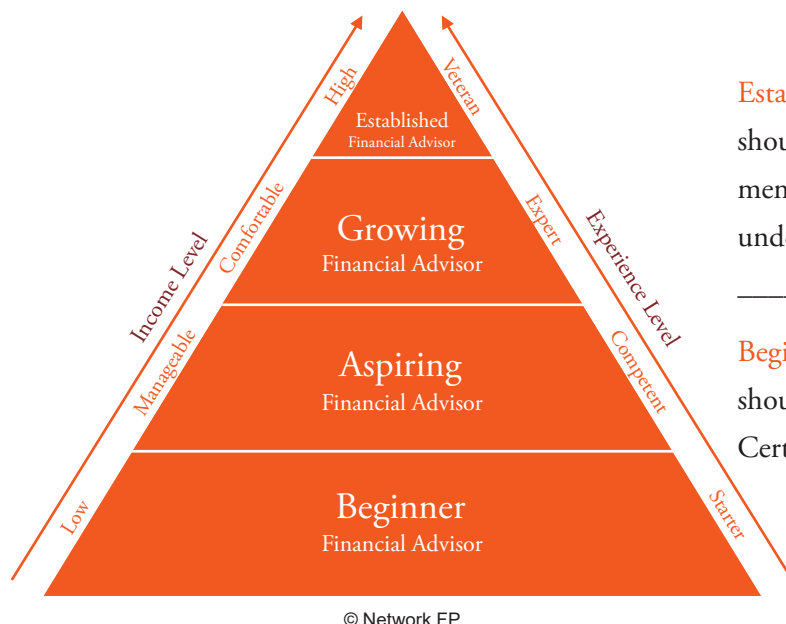


Live Sessions : Candidates can attend the weekly sessions live from the comfort of their home / office if the timings are convenient. Live sessions on Saturdays from 9.30 AM to 1.30 PM.



Recorded Sessions : Candidates for whom live timings are not suitable can watch the recorded sessions at their convenience anytime in students login portal. Recordings uploaded before end of day after live session.

Who should join QPFP Program



Established and Growing Financial Advisors should consider nominating existing team members or hire new & make them undergo the program.

Beginner and Aspiring Financial Advisors should consider joining the QPFP Certification Program themselves.

Following Candidates will benefit from QPFP Program

1. Financial Advisors - IFAs, MFDs, CFPs & RIAs
2. Existing Team Members of Financial Advisors
3. New Recruits (Hire for attitude, train for skills)
4. Children and Spouse of Financial Advisors wanting to join profession
5. Fresh Graduates aspiring to make a career in personal finance



QPFP Program Trainers Panel

Network FP has hand picked some of the leading practitioners of India who are passionate about profession, have build a successful practice and are also good trainers. The trainers bring a practical approach to learning making it interesting and relevant.



Amit Trivedi



Anand Doctor



Archana Bhingarde



Arvind Rao



Bhuvana Shreeram



Gajendra Kothari



Gaurav Mashruwala



Harsh Roongta



Kalpesh Ahshar



Khyati Mashru



Kiran Telang



Milind Kohmaria



Mukul Agarwal



Nitesh Buddhadev



Nikhil Kothari



Nisha Sanghavi



Prathiba Girish



Rohit Shah



Shalini Dhawan



Suresh Sadagopan



Viral Bhatt



Viral Kothari



Vivek Shah



Sadique Neelgund
Program Director

QFPF Curriculum

Module 1 – Foundation (16 Hours – 4 Weeks)

Sr. No.	Topics & Sub-Topics	Tools / Templates / Calculators
1.	Role & Responsibilities of a PF Professional <ul style="list-style-type: none"> Solving Financial Problems Helping Achieve Life Goals Contribution to Society & World Creating New Opportunities Impact on Family Happiness Help Achieve Financial Wellbeing 	• Personal Vision Statement
2.	Career Potential for PF Professionals <ul style="list-style-type: none"> How many Professionals required for India? Career Graph of a PFP How to Build a Career for Lifetime Earning Potential for PFPs Employment Vs. Entrepreneurship Aspirations & Expectations 	• Income Potential Calculator
3.	Competency Profile of PF Professional <ul style="list-style-type: none"> Knowledge Required Communication Skills Productivity in New Age Soft Skills Required Continuous Education 	• PFP Capability Analyzer
4.	Client First Approach & Ethics of PF Professionals <ul style="list-style-type: none"> Ethics & Client First Approach Your Purpose & Drive Avoiding / Minimizing Conflict of Interests Ethics@Heart Oath Client First Approach in Practice 	• Ethics Oath Statement
5.	Understanding Indian Consumers & Investors <ul style="list-style-type: none"> Savings & Investment Patterns Income & other Demographics Risk Taking Behaviour Common Money Mistakes Current Nature of Financial Intermediation Behavioural Biases 	• Financial Health Checkup
6.	Macro Economics impacting Consumers & Investors <ul style="list-style-type: none"> Inflation Interest Rates Indian Economy Financial Markets & Money Flow GDP Growth Equity Returns Capital Markets 	• Family FIDOK Template
7.	Financial Maths & Time Value of Money - 1 <ul style="list-style-type: none"> Key Excel Functions & Shortcuts Future Value Rate of Return Annuity Present Value Timeline PMT 	• REAL Statement
8.	Financial Maths & Time Value of Money - 2 <ul style="list-style-type: none"> Key Excel Functions & Shortcuts XIRR NPV Inflation Adjusted Returns Real Rate Vs. Nominal Rate IRR CAGR Tax Adjusted Returns Risk Adjusted Returns Power of Compounding 	• One TVM Calculator

The QFPF curriculum published is tentative and may undergo changes during the delivery of program.

Module 2 - Client Needs & Solutions (28 Hours – 7 Weeks)

Sr. No.	Topics & Sub-Topics	Tools / Templates / Calculators
1.	Client Goals, Needs & Objectives <ul style="list-style-type: none"> Problems People face around Money Financial Wellbeing Timeline of Goals & Needs Money Beliefs & Values Lifecycle based Needs & Goals 	<ul style="list-style-type: none"> Goals & Dreams Matrix
2.	Basic Financial Management <ul style="list-style-type: none"> Household Budget Statement Networth Statement Personal Vs. Investment Assets Personal Finance Ratios 	<ul style="list-style-type: none"> Budget Statement Template Networth Statement Template Monthly Cashflow Statement
3.	Foundations of Money Management <ul style="list-style-type: none"> Emergency Funding Avoiding Common Money Mistakes Reading a Salary Slip Debt Management 	<ul style="list-style-type: none"> Emergency Funding Calculator Money Calendar
4.	Risk Management & Life Insurance Planning <ul style="list-style-type: none"> Risk management Principles Need Analysis Concept of Risk Mitigation Case Studies 	<ul style="list-style-type: none"> Life Insurance Needs Calculator Surrender Value Calculator
5.	Health & Other General Insurance Planning <ul style="list-style-type: none"> Health Insurance Requirement Personal Accidents Home Insurance 	<ul style="list-style-type: none"> Life Insurance Portfolio
6.	House Purchase <ul style="list-style-type: none"> Client Needs & Behaviour Estimating Total Price of a House Resale Value of Existing Properties Investments Required Purchase Vs. Rent Decision 	<ul style="list-style-type: none"> House Purchase Calculator House Cost Estimator Loan Eligibility Calculator Rent Vs. Purchase Calculator
7.	Children's Education & Marriage <ul style="list-style-type: none"> Client Needs & Behaviour Primary Education Costs Education Timeline & Parents Role Mistakes People Make Case Studies 	<ul style="list-style-type: none"> Children's Education Calculator Children's Marriage Calculator Education Cost Estimator

Sr. No.	Topics & Sub-Topics		Tools / Templates / Calculators
8.	Retirement Planning <ul style="list-style-type: none"> • Client Needs & Behaviour • Retirement Corpus Distribution Planning • Retirement Corpus Graph • Early Retirement & Financial Freedom • Employment Benefits 	<ul style="list-style-type: none"> • Retirement Timeline & Concepts • Retirement Corpus Accumulation Planning • Mistakes around Retirement in India • Investments Required Calculation • Case Studies 	<ul style="list-style-type: none"> • Retirement Building Calculator • Retirement Income Calculator • Retirement Corpus Graph • Gratuity Calculator • EPF Accumulation Calculator • Superannuation Calculator
9.	Investment Management <ul style="list-style-type: none"> • Wealth Creation, Preservation, Distribution • Quantum - Lumpsum / Monthly / Annual • Return Expectation Setting • Diversification Principles • Active Vs. Passive Investing 	<ul style="list-style-type: none"> • Timeline - Short, Medium, Long • Risk Profile - Tolerance, Appetite, Capacity • Asset Allocation Models & Strategies • Principles of Investment Portfolio Construction 	<ul style="list-style-type: none"> • Cost of Delay in Investment • Portfolio Lifecycle Report
10.	Tax Planning <ul style="list-style-type: none"> • Relevant Tax Concepts & Definitions • Tax Minimizing Strategies • Deductions and Rebates • IT Filing Process - Online + Offline • Mistakes People Make 	<ul style="list-style-type: none"> • Income Tax Calculation Concepts • Types of Incomes • Capital Gains Taxation • Tax Planning Investments • Maximizing Tax Adjusted Returns 	<ul style="list-style-type: none"> • Income Tax Calculator • Capital Gains Calculator
11.	Succession Planning <ul style="list-style-type: none"> • Client Needs & Behaviour • Proper Nomination & Documentation • Other Indian Laws around Succession • Estate Planning Principles 	<ul style="list-style-type: none"> • Preparation of Will • Hindu Succession Act • Introduction to Trust • Emergency Preparedness Analysis 	<ul style="list-style-type: none"> • Data Gathering Sheet for Wills • Will Preparation Template • Emergency Kit Template
12.	Other Goals & Needs in Life - Part 1 <ul style="list-style-type: none"> • International Vacations • Start-Up Funding 	<ul style="list-style-type: none"> • Car Purchase • Higher Education 	<ul style="list-style-type: none"> • Car Purchase Calculator • Vacations Calculator • Recurring Goals Calculator • Start Up Calculator
13.	Other Goals & Needs in Life - Part 2 <ul style="list-style-type: none"> • Gen Y Lifestyle Goals & Behaviour • Niche Clients Goals & Objectives • Child Birth Expense Funding • Charity & Philanthropy 	<ul style="list-style-type: none"> • Wealthy Clients Goals & Objectives • Informed & Direct Investors - Second Opinion • Parents Care & Emergency Funding 	
14.	Behavioural Finance & Investor Behaviour <ul style="list-style-type: none"> • Biases • Mental Accounting • Hindsight Bias • Others 	<ul style="list-style-type: none"> • Anchoring • Confirmation Bias • Herd Mentality • Availability Bias 	

Module 3 - Product Expertise & Suitability (28 Hours – 7 Weeks)

Sr. No.	Topics & Sub-Topics	Tools / Templates / Calculators
1.	Asset Class Understanding <ul style="list-style-type: none"> Debt Real Estate Definition & Behaviour Asset Class suitability for Investor Objectives Equity Gold Investor Behaviour around each asset class Asset Allocation Models 	
2.	Risk - Return Profile <ul style="list-style-type: none"> Risk Profile - Appetite, Capacity, Required Risk and Return Co-relation Setting Return Expectations Traits & Experiences impacting Risk Profile Risk Profile Matching - Investors to Products Historical Returns of Assets & Products Changes in Risk Taking ability of Investors 	<ul style="list-style-type: none"> Risk Profile Questionnaire
3.	Mutual Funds <ul style="list-style-type: none"> Features of Mutual Funds Returns Expectation from MFs Taxation of Mutual Funds Mistakes People Make around MFs Costs of Investing in MFs Risks associated with MFs Process to Invest in MFs Benefits of Mutual Funds Options in MFs Time Horizon and Liquidity 	
4.	Mutual Fund Categories <ul style="list-style-type: none"> Equity Funds Debt Funds Hybrid Funds Suitability of Each Index Funds Fund of Funds Solution Oriented Funds 	<ul style="list-style-type: none"> Re-Categorization of MFs - List
5.	Systematic Investments in Mutual Funds <ul style="list-style-type: none"> SIPs STPs Suitability of each SWPs Step-up Investments Case Studies 	<ul style="list-style-type: none"> SIP Calculator Growing SIP Calculator SIP vs. EMI Calculator
6.	Life Insurance <ul style="list-style-type: none"> How Life Insurance works What are types of Insurance Policies Term Vs. Investment Oriented Insurance Taxation Time Horizon and Liquidity Product Suitability of Insurance Products Why Life Insurance is important Features of Insurance Policies Costs associated with Insurance Mistakes People Make in Insurance Process to Buy Life Insurance Products Claims Process 	<ul style="list-style-type: none"> Traditional Vs Term Calculator Insurance Cashflow Chart Life Insurance Portfolio Template
7.	General Insurance <ul style="list-style-type: none"> Health Insurance / Mediclaim Critical Illness Policy Home Insurance Taxation of each Product Suitability of GI Products Personal Accident Policy Car / Motor Insurance Additional Features & Options of each Type Mistakes People make with GI products Claims Process 	<ul style="list-style-type: none"> General Insurance Template

Sr. No.	Topics & Sub-Topics	Tools / Templates / Calculators
8.	Other Investment Products <ul style="list-style-type: none"> • Peer-to-Peer Leanding • Superannuation • Private Equity • Chit Funds 	<ul style="list-style-type: none"> • Employee Provident Fund • Real Estate Investment Trusts • Derivatives • Employee Benefits
9.	Loans & Banking Products <ul style="list-style-type: none"> • Home Loan • Personal Loan • Lifestyle Consumption Loans • Savings Bank Account • Recurring Deposits • Mistakes People Make • Taxation 	<ul style="list-style-type: none"> • Education Loan • Car Loan • Credit Cards • Fixed Deposits • Product Suitability • Process to Buy • Features and Options in each product
10.	Post Office & Government Products <ul style="list-style-type: none"> • PPF • Post Office / Small Savings Schemes • Prime Minister Schemes • Cost fo Products • Loc-In and Liquidity 	<ul style="list-style-type: none"> • Senior Citizen's Scheme • Governement Schemes • Key Features • Product Suitability • Risk-Return Profile
11.	Physical Products <ul style="list-style-type: none"> • Apartment/ House • Land • Gold Jewellery • Mistakes People Make 	<ul style="list-style-type: none"> • Liquidity • Commercial • Gold Coins • Taxation
12.	PMS & AIFs <ul style="list-style-type: none"> • PMS - How it works • AIF - How it works • AIF - Cat 2 • Costs • Taxation • Mistakes People Make 	<ul style="list-style-type: none"> • PMS Types in India • AIF - Cat 1 • AIF - Cat 3 • Process to Invest • Liquidity
13.	Direct Equity <ul style="list-style-type: none"> • What is Equity and how does it work • Secondary Markets - Share Market • Getting Stock Recommendation Reports • Process to Invest in Direct Stocks • Indices 	<ul style="list-style-type: none"> • Primary Market - IPO • How to Evaluate a Stock • Cost of Investing through Direct Stocks • Mistakes People Make in Direct Equity • Introduction to Futures & Options
14.	Evaluation of Investment Products <ul style="list-style-type: none"> • Risk • Liquidity • Features • Past Performance 	<ul style="list-style-type: none"> • Return • Taxation • Investor Biases • Current trends and preferences

Module 4 - Financial Advisory Process (16 Hours – 4 Weeks)

Sr. No.	Topics & Sub-Topics		Tools / Templates / Calculators
1.	Determine <ul style="list-style-type: none">• Stated Goals & Objectives• Setting Right Expectations• Comprehensive Vs. Specific Services• Advisory Vs. Execution Services	<ul style="list-style-type: none">• Unstated Goals & Objectives• Service Schedule & Agreement• One-time Vs. Ongoing Services	<ul style="list-style-type: none">• Letter of Engagement• Client-Advisor Agreement
2.	Understand <ul style="list-style-type: none">• Data Gathering Questionnaire• Qualitative Data• Involvement of Family Members• Supporting Documents Submission	<ul style="list-style-type: none">• Quantitative Data• Making right Assumptions• Interviewing / Inquiry Techniques• Risk Profiling Methodology	<ul style="list-style-type: none">• Data Gathering Sheet• Analysis Assumptions Template
3.	Analyse <ul style="list-style-type: none">• Analyze Current Situation• Analyze/Map Existing Investments / Strategies• Analyze Potential Options	<ul style="list-style-type: none">• Analyze Future Outcome• Analyze Impact of One area over another	<ul style="list-style-type: none">• Existing Investments Review• Asset - Goal Mapping Worksheet• Insurance Surrender Value• Life Cashflows
4.	Recommend <ul style="list-style-type: none">• Present Options to Client• Product Recommendation – Existing• Non Product Recommendations• Preparing Action Plan & Executive Summary• Documenting Recommendation	<ul style="list-style-type: none">• Present Best Option according to you• Product Recommendation - New• Making it easy for client to comprehend• Getting Client Consensus• Asset Allocation & Portfolio Construction	<ul style="list-style-type: none">• One Page Action Plan• Product Recommendation• Goal Funding Chart
5.	Execute <ul style="list-style-type: none">• Execution by Advisor• Execution by Third-Party• Insurance• Direct Equity• Execution Platforms	<ul style="list-style-type: none">• Execution by Client• Mutual Funds• Loans• Other Products	
6.	Monitor <ul style="list-style-type: none">• Setting Up Monitoring Process• Impact of Changes in Client Lives• Reporting to Clients• Portfolio Re-balancing	<ul style="list-style-type: none">• Ongoing Monitoring• Impact of External Factors• Regular Reviews with Clients	<ul style="list-style-type: none">• Financial Plan Review Format
7.	Financial Planning Process <ul style="list-style-type: none">• What is Financial Planning• Financial Planning Practice Standards• Objectives of Financial Planning• Who needs Financial Planning	<ul style="list-style-type: none">• Financial Planning Process• Preparing a Financial Plan Report• Principles & Fundamentals of Wealth Mgmt.	<ul style="list-style-type: none">• XLFP Lite
8.	Wealth Management Process <ul style="list-style-type: none">• What is Wealth Management• Objectives of Wealth Management• Principles & Fundamentals of Wealth Mgmt.	<ul style="list-style-type: none">• Wealth Management Process• Services under Wealth Management• Financial Planning Vs. Wealth Management	<ul style="list-style-type: none">• Investment Policy Statement

Module 5 - Client Management (12 Hours – 3 Weeks)

Sr. No.	Topics & Sub-Topics	Tools / Templates / Calculators
1.	Client Acquisition <ul style="list-style-type: none"> Marketing Elements for Professionals Lead Generation Strategies Investor Awareness Objection Handling 	<ul style="list-style-type: none"> Ideal Client Template Marketing Funnel Creator
2.	Client Servicing <ul style="list-style-type: none"> Common Client Requests Proactive Servicing Turnaround time (TAT) 	<ul style="list-style-type: none"> Client Records Template
3.	Client Retention <ul style="list-style-type: none"> Expectation Setting Delivering Superior Client Experience Client Feedback System 	<ul style="list-style-type: none"> Customer Lifetime Value
4.	Client Engagement <ul style="list-style-type: none"> Importance of Engagement Frequency of Engagement Ideas, Strategies for Engagement 	<ul style="list-style-type: none"> Yearly Engagement Calendar
5.	Softwares & Technologies <ul style="list-style-type: none"> Financial Planning Softwares Portfolio Monitoring & Reporting Softwares Research Platforms & Tools for Advisors Online Tools for Client Management 	<ul style="list-style-type: none"> Mutual Fund Execution Platforms Risk Profiling Softwares Mobile Apps for Client Management
6.	Regulations - PF Products & Professionals <ul style="list-style-type: none"> Investment Advisory Regulations Insurance Regulations Banking Regulations 	<ul style="list-style-type: none"> Mutual Fund Regulations PMS & AIF Regulations Compliants and Redressal Mechanisms

QPFP Coaches



Ajaay Beell



Amit Kumar
Maheshwari



Balvir Chawla



Lakshmiipathi Yelam



Puneet Oberoi



Venkatesh Puthige

How You Can Use QPFP Marks



Qualified
Personal
Finance
Professional®

In the Physical World

1. QPFP Logo & Mark on Business Card
2. QPFP Logo & Mark on Marketing Materials
3. QPFP Certificate placement in office / workspace
4. QPFP Batch in public gatherings / meetings
5. QPFP Logo and Mark in all client communications



Qualified
Personal
Finance
Professional®

In the Digital World

1. QPFP Mark in LinkedIn / Twitter / Facebook
2. QPFP Mark in your website and profile
3. QPFP Certificate on Website and other online presence
4. QPFP Marks in your Email Signature
5. QPFP Certificants Directory listing

A Guide to QPFP Marks usage will be shared with qualifying candidates.

Next Batch (5th Batch)

1. Starts on September 5th, 2020 till February 27th, 2021 (6 months)
2. Batch Timings – Saturdays 9.30 AM to 1.30 PM (4 Hours)

Program Fees – Pay as you progress

First Installment	Module 1	₹ 8,450
Second Installment	Module 2	₹ 8,450
Third Installment	Module 3	₹ 8,450
Fourth Installment	Module 4	₹ 8,450
Fifth Installment	Module 5	₹ 8,450
		₹ 42,250

*QPFP Certification Fees of ₹ 8,450 is payable after passing final exam and applying for Certification.

*18% GST applicable on above fees.

Program Fee Inclusions

- 1) 100 Hours of Training (Live / Recordings)
- 2) 50 + Templates / Calculators with training
- 3) Session & Module Tests
- 4) Query Solving & Handholding in Groups
- 5) Case Studies & Assignments
- 6) Assistance to form Local Study Group
- 7) Final Exam Fees at NSE - 1 Attempt
- 8) Group Coaching: 1 Coach per 30 Candidates



Testimonials from Previous Batches

Successfully completing QPFP Program gave me lots of insight about various aspects of the subject. Network FP has designed the program excellently. Will recommend to candidates in Non-Metros also to undergo QPFP even if you have done CFP.

Amit Kumar Maheshwari, Indore

Network FP's maiden venture into certification for industry professionals is highly recommended based on its content, structure and efficient organisation. I will strongly recommend this program to all individuals who have more than one year experience.

Aniruddha Sengupta, Mumbai

This program is a wholesome approach to training a person in every aspect required to become a qualified professional in the field of Finance. Any fresher coming into the field or any person who has lost touch and need a refresher, this is the place to be.

Anupriyaa Bhat, Chennai

I had enrolled my staff for QPFP. Though she is undergoing her CFP, I found her to be more confident after the course. Also her analytical and soft skills improved post the course. Would definitely recommend IFAs to consider for self or their staff.

Balvir Chawla, Pune

Each aspect of financial advisory is covered from product knowledge to delivery of advise. We took years to learn the game on our own, newbies can definitely learn quickly by wisdom delivered by experienced financial advisors.

Kshitija Shere, Bangalore

One of the best inputs from industry experts which guides you to actually implement financial planning practice to its optimum. Shapes an individual as a professional. Great Inputs, Great Course & Great Content !

Monish Shah, Mumbai

It was really very much nicely conducted course. It is quite helpful for even a new person in this field. Also it gives immense value additions to your knowledge and refreshes it. Thanks to every trainer for their guidance.

Pramod Kulkarni, Pune

The course is one of its kind, comprehensively designed. I would highly recommend this to anyone who is interested in making career in Personal Finance space. For me it was good refresher course.

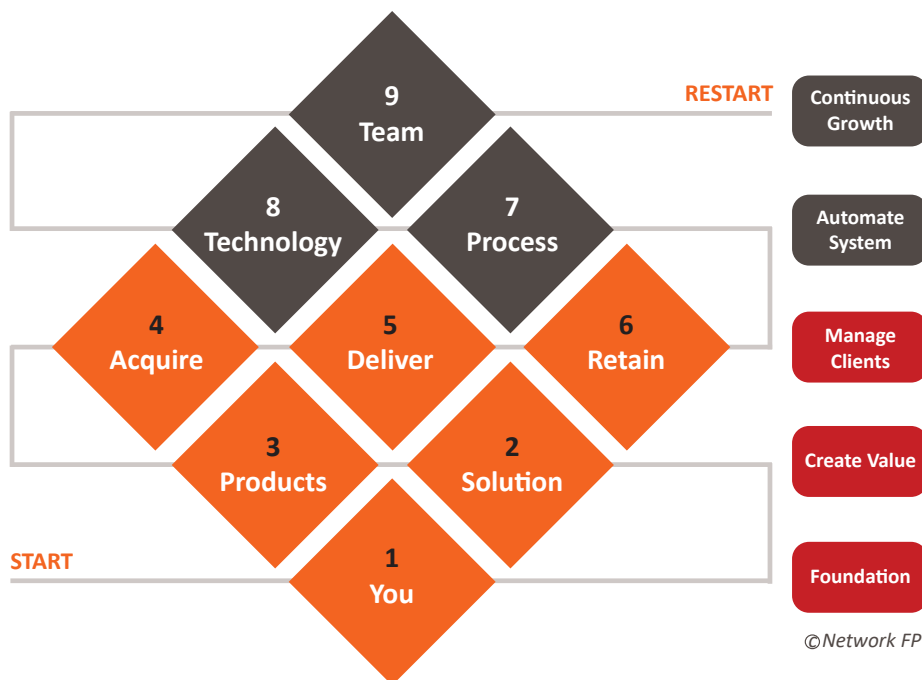
Rashi Bhargava, Delhi

The Nine Step SFA Blueprint

The Making of a Successful Financial Advisor (SFA)

QPFP Program Curriculum and Structure has been build to help candidates acquire the knowledge and skills required to serve clients holistically and offer comprehensive advisory services.

QPFP Program covers the first 6 Steps / 3 Levels of [Network FP's - The Nine Step SFA Blueprint](#) which shows a step by step roadmap to becoming a successful financial advisor (SFA). The image below highlights the 6 Steps / 3 Levels covered in the QPFP Certification Program.





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