



# DCU ORDER FORM FOR ACTED NOTES & TABLES

## Advice for Students

12<sup>th</sup> September 2016

### 1. Actuarial Study Materials:

The actuarial study materials are produced by ActEd (the Actuarial Education Company) and have proved to be very useful for a number of actuarial modules, especially in the third and fourth years of the academic programme. ActEd is contracted to provide actuarial tuition for students on behalf of Institute & Faculty of Education (IFE) Ltd, a subsidiary of the Institute & Faculty of Actuaries. Full details are available at <http://www.acted.co.uk>.

### 2. Type of Study Materials:

Each year, actuarial mathematics students purchase notes for relevant CT Subjects in one of two forms, namely Course Notes or the Combined Materials Pack:

- (a) The Course Notes will help students to develop the basic knowledge and understanding of principles needed to pass the relevant CT exam. They incorporate the complete Core Reading and include full explanation of all the syllabus objectives, worked examples and short questions to test your understanding.
- (b) The Combined Materials Pack (CMP) is ideal for students who are studying a CT Subject for the first time. It comprises the Study Guide, Course Notes (incorporating complete Core Reading), Question & Answer Bank and Series X Assignments.

It is also beneficial for students to acquire a copy of the “Yellow Tables” which is the Actuarial Tables book used both in University examinations and also in the professional examinations of the Institute & Faculty of Actuaries.

### 3. The Ordering Process:

- (a) An order form must be used for each Semester and it is available on the School web-page<sup>1</sup>.
- (b) Students must return a signed hardcopy of the completed form together a full and non-refundable payment **for each** CT Subject of €110 for the Combined Materials Pack or €70 for the Course Notes (as ticked on the form), and €20 for the Actuarial Tables (if you have included this item in your order).
- (c) Payment must be in the form of a cheque, bank draft or postal order, made payable to Dublin City University. Please note that cash, credit- or debit-card payment is not possible.
- (d) The duly-completed form and non-refundable payment amount must be submitted at least **one week** before the start of Semester 1 or **two weeks** before the start of Semester 2 (as appropriate) and addressed to:

Ciarán McKenna, Faculty of Science & Health, Room HG01, School of Nursing Building,  
Dublin City University, Dublin 9.

### 4. Necessity for a Single Order:

ActEd provides a generous discount to the University for bulk orders. As there will be just one order processed per Semester, it is essential that, in order to benefit from the discounts available, students submit their orders on time (e.g. to allow 5 working days before the start of Semester 1). Students who miss the stipulated deadline are free to process their own individual orders to the Actuarial Education Company at any time of the year. However, discounts will not be available in such circumstances.

### 5. Payment & Collection:

With orders submitted and processed before the start of each Semester, it is expected that the study materials will be delivered either during the end of the first week or at the beginning of the second week of the semester. When the study materials and tables are delivered to the University, students will be contacted by e-mail to advise that their respective materials may be collected from the Mathematical Sciences School Office.

### 6. Cost of Study Materials:

With bulk orders, DCU can obtain a significant discount over that which students would have to pay themselves via a direct individual order. As an illustration, the 2016 prices per individual order for CT1 Course Notes and Combined

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<sup>1</sup> The ActEd Notes Order Form for ActEd study materials and actuarial tables can be downloaded from [www.dcu.ie/maths/actuarial/acted\\_form.pdf](http://www.dcu.ie/maths/actuarial/acted_form.pdf).

Materials Pack were stg£72 and stg£127 respectively. The quoted discounted prices (for bulk orders from universities) were stg£48 and stg£75 respectively. *Note that these prices will change from one year to the next so please treat this information as an indicative guide only and also allow for variations in the currency exchange rate.*

#### 7. Which Study Materials are Recommended:

- CT1 (Financial Mathematics):

This Subject is covered by the material in the second-semester, second-year module MS216 (Introduction to the Mathematics of Finance) and the first-semester, third-year module MS318 (Financial Mathematics). It is recommended that students, who intend to take MS318 in the third year, should purchase the study materials in time for MS216, i.e. before Semester 2 of the second year. However, as the exemption recommendation will be based on MS318 assessments only, it may suffice to purchase the CT1 study materials before the commencement of year 3.

- CT3 (Probability & Mathematical Statistics):

This Subject is covered by first-semester, first-year module module MS117 (Probability 1), first-semester, second-year module MS255 (Statistics 1) and second-semester, second-year module MS258 (Statistics 2);

- CT4 (Models):

This Subject is covered by the material in two third-year modules, namely MS308 (Stochastic Modelling) and MS332 (Actuarial Modelling).

- CT5 (Contingencies):

This Subject is covered by the material in the second-semester, fourth-year module MS442 (Life Contingencies).

- CT6 (Statistical Methods):

This Subject is covered by the material in the first-semester, fourth-year module MS449 (Risk Theory) and the second-semester, fourth-year module MS447 (Time Series).

Subjects CT2, CT7 and CT8 have not been mentioned in the foregoing list since the Lecturers involved do not consider it necessary for their students to purchase the respective sets of notes. CT2 (Finance & Financial Reporting) is covered by second-semester, second-year module AC316 (Accounting 1) and first-semester, third-year module EF316 (Accounting 2); CT7 (Economics) is covered by the year-long, first-year module EF110 (Introduction to Economics); and CT8 (Financial Economics) is covered by first-semester, fourth-year module MS427 (Financial Economics 1) and second-semester, fourth-year module MS428 (Financial Economics 2).

*It is advisable to contact the relevant module Lecturers in advance of placing orders for any set of CT notes.*

#### 8. Free Upgrades to ActEd Notes:

If students purchase the Combined Materials Pack in one calendar year but find that they need the material again in the following year, please note that the ActEd website enables students to manually amend their material to make it suitable for study for the current year's examinations. The free download will include all significant changes to the Core Reading between one year and the next. *Note that, if in the unlikely event that a large proportion of the material has changed significantly, making it inappropriate to include all changes, the upgrade will only outline what has changed. In this case, ActEd recommends that students purchase a replacement CMP or Course Notes at a significantly-reduced price.*

#### 9. Terms & Conditions:

All matters on these pages are governed by the terms and conditions stipulated in the document "Terms & Conditions for Students Sitting Examinations for Actuarial Exemptions".<sup>2</sup> Students are requested to read this document carefully.

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<sup>2</sup> A link to the document "Terms & Conditions for Students Sitting Examinations for Actuarial Exemptions" can be found on the School's actuarial homepage [www.dcu.ie/maths/actuarial/index.shtml](http://www.dcu.ie/maths/actuarial/index.shtml).