

Course Features	Course Benefits
Authoritative textbooks and readings	Provide in-depth coverage of the subject matter
Peer interaction in our Learning Community	Maximizes your learning experience through collaborative online exercises
Experienced online instructors with banking expertise	Provide feedback on assignments and industry context
Exercises and exams	Test your learning
Convenient weekly schedule	No need to be online at a certain date or time
AIB, ICB and ACE Credits	Many of ABA's instructor-led courses can be used toward one or more of AIB Diplomas and Certificates. They also qualify for a variety of continuing education units and meet some post-certification requirements. Check individual course descriptions for specific credits.

How They Work

Each AIB Instructor-Led Online Course is facilitated by an instructor who guides the class through the course and provide feedbacks on your assignments.

Every week, your instructor posts a new assignment. Assignments may include:

- Reading a chapter in your textbook or online
- Completing a short assignment and either sending the assignment via email to your instructor or posting it on the electronic class Discussion Board
- Taking a self-check test to verify your understanding of the material

In addition, you also will have some assignments where you collaborate with other students using electronic discussion boards and e-mail. You complete each assignment during the week, but at your convenience.

Exams and Proctoring

The semester-length courses last for 16 weeks, including a week dedicated to the mid-term examination and the final examination. Exams and the self-check quizzes for each assignment are taken over the Internet and proctored by someone in your bank. Your overall grade for the class will be based on a combination of your performance on the weekly assignments, class participation, mid-term examination and the final examination. Courses that are less than 16 weeks in length have at least one graded measurement of learning, typically a final exam.

Many of these 16 week courses require a proctor for the midterm and final exam. You will need to identify a person from your institution who will proctor the exam for you. This person should be your Human Resources Training Manager, supervisor, or someone from the management team of your organization.

*If you do not work with an institution, you may want to contact a university/college, Library, or a Testing Center close to you to proctor your exam. However, we should have the telephone number of your proctor in case we need to reach that person for verification. A relative cannot proctor the exam. All participants must abide by the ABA/AIB exam policy. **There are no exceptions.***