

# The Depository Trust Company

# **IMPORTANT**

**B#:** 0004-06

**DATE:** July 31, 2006

**TO:** All Participants

**CATEGORY:** Executive Notices

**FROM:** Rosemary Kurtti, VP, Customer Training and Info Products

**ATTENTION:** Managing Partner/Officer, Cashier and Operations Managers

**SUBJECT:** DTCC Learning Specialist in Asset Services  
Certification Exam

DTCC Learning is pleased to announce the next date for the Specialist in Asset Services certification exam.

The exam will be offered **October 19, 2006 10:00 a.m. to 12:00 p.m. eastern time** and administered online via the Internet in a proctored environment. Examinees will have the option of taking the exam at DTCC's New York or Tampa locations, or at another location of their choosing that meets DTCC Learning's test site requirement.

Qualified candidates for the exam will have a minimum of three years' background in at least two areas of Securities Processing (Custody, Deposits, Withdrawals), and similar experience using DTC Corporate Actions (Dividends, Reorganization) products and systems. Less-experienced candidates can prepare for the exam by tapping the various training products produced by DTCC Learning, including a comprehensive e-learning curriculum and instructor-led training. All candidates can assess their readiness to take the exam by viewing sample exam questions and completing the self assessment form available on the DTCC Learning Website. DTCC Learning educational consultants are available to review candidates' assessments and help them determine the best way to prepare for the exam.

The exam costs \$300 per person. To register, candidates and a sponsoring officer at the candidate's company must complete and return a hardcopy application form. The candidate must provide information about his or her background, while the sponsoring officer will attest to the candidate's employment status.

Candidates passing the test will receive a certificate of achievement, and sponsoring officers will be notified of their certified status. Candidates who do not pass the exam will receive an assessment of their knowledge gaps in DTC's Asset Services, and the DTCC Learning resources available to bridge those gaps.

For complete information about the certification exam, readiness assessments and application materials, visit the DTCC Learning Website at <http://learning.dtcc.com>, send an e-mail to [training\\_administrator@dtcc.com](mailto:training_administrator@dtcc.com) or call 888.258.6393.