



AMERISPAN PROFESSIONAL PROGRAMS

ITALIAN FOR BANKING

Rome & Florence, Italy

Course Details

Length: 2 weeks

Minimum Italian Level: Mid-Intermediate (if zero, add 10-12 weeks of regular Italian before course)

For Whom: Banking professionals, students

Schedule: 20 hrs/wk Italian in small groups & 10 hrs/wk of private Banking classes

Text & Materials: customizable

Field Trips or Excursions: Guided visits to banks.

Overview

The course is designed for students who are interested in Italian banking language for reasons of work or study. The program focuses on the language of banking, aiming at providing students with the basic vocabulary and professional expressions that are most often used. The topics are confronted in several ways: with topical readings from manuals used in banking, as well as the analysis of forms and materials currently used in banks. After identifying the basic technical vocabulary and expressions, the student is helped to assimilate them through targeted exercises and discussions. On the request of the student, guided visits to banks can be organized.

Concepts

Topics that may be discussed during the course may include.

1. Banking regulations in Italy
2. Current accounts
3. Savings accounts
4. Investing in stocks and bonds
5. Overdrawn accounts
6. Advances
7. Discount banking
8. Special credits, cash advance on invoice or draft
9. Credit cards
10. Personal loans
11. Currency exchange and foreign transactions
12. Cash credits and document credits
13. Currency exchange risk management
14. Banking forms and statements

15. Checks and bills

16. Management of family and inherited estates

17. Bankruptcy

Since the material is extremely broad and cannot be covered in a thorough manner in the few available lessons, students may begin the course by planning with the instructor a program with a narrower focus on the basis of their needs, with a concentration on only several topics. In particular, if a student needs to increase his expertise in a specific area for professional reasons, we recommend that he inform us before arriving in order to give the instructor sufficient time to prepare a specific program with selected texts. For example, if a student works in an office dealing with foreign banking, topics covered could include Italian currency exchange regulations, banking transactions with foreign entities, currency accounts of customers, etc.

Program example:

CURRENT ACCOUNTS: the bank statement, current account contracts, opening a current account, the meaning of value date, how to make deposits, how to make withdrawals, interest on current accounts, etc.