



Corporate Trust Online Course Description

The video presentations range from 21 minutes to 59 minutes, covering a variety of topics for Corporate Trust and are listed below:

- 1. Corporate Trust Overview-** An overview of the Corporate Trust business, role of the Trustee, administration and operations functions, basics of the business. 41minutes
- 2. Book Overview: Corporate Trust- A Partner in Finance-** A summary of the contents of each of the fourteen chapters in the book I published on Corporate Trust on various aspects of the business plus case study examples to help both staff involved in Corporate Trust and other interested parties in understanding the key aspects of this business. 59 minutes
- 3.Laws and Regulations Impacting Corporate Trust-** The key laws and regulations impacting Corporate Trust and what Trustees should know in complying with them. 56 minutes
- 4. Document Review for Account Set-Up-** Discussion of where in the indenture and other trust documents to find the information needed to set-up and administer a Corporate Trust account. 23 minutes
- 5. Corporate Issues Administration-** How to understand what is needed to administer a corporate bond issue and the duties imposed by the Trust Indenture Act of 1939 as amended. 23 minutes
- 6. Escrows-** Understanding what an escrow is and the various types of escrows encountered in Corporate Trust serving as escrow agent. 35 minutes
- 7. Housing Bonds: Single and Multifamily Municipal Issues-** An overview of single and multifamily housing issues including administrative responsibilities for these complex financings. 42 minutes
- 8. Leverage lease and Equipment Trust Financings-** An overview of leverage lease and equipment trust bond issues for financing aircraft, rail cars and various equipment plus administrative responsibilities. 21 minutes

- 9. Credit Enhancements Including Letters of Credit-** A review of the types of credit enhancements with emphasis on letters of credit found in Corporate Trust bond issues. 36 minutes
- 10. Uniform Commercial Code and UCC Filings-** A review of the relevant provisions of the Uniform Commercial Code with emphasis on Trustee responsibilities for filing continuation statements to maintain the lien on personal property pledged as collateral, also wire transfer and negotiable securities requirements. 23 minutes
- 11. Investments-** Trustee responsibilities for investing funds, type of investments and information on what Trustees need to know regarding investments under the trust documents. 38 minutes
- 12. EMMA Update (Electronic Municipal Market Access System)-** Understanding the EMMA secondary market disclosure requirements managed by the MSRB for municipal issues and the role for Trustees acting as disclosure agent on behalf of municipal issuers. 25 minutes
- 13. Bond Operations-** Overview of the functions performed by operations in support of the Corporate Trust business. 47 minutes
- 14. Preparing for and Passing an Audit-** Review of the areas of focus for auditors and regulators plus best practices for achieving a successful audit and regulatory examination. 34 minutes
- 15. Risk Management Overview for Corporate Trust-** Identifying the key risk issues and compliance responsibilities for Trustees. 59 minutes
- 16. Compliance Items- A Deeper Dive-** A more in-depth review of the compliance items a Trustee must receive and Trustee responsibilities in reviewing and receiving such items. 44 minutes
- 17. Fraud Prevention for Corporate Trust-** Identifying fraud situations and cyber security issues facing Trustees plus suggestions for preventing and mitigating fraud for Corporate Trust. 32 minutes
- 18. Document Review-** Highlighting key document language in sections of an indenture and other trust documents including must have protective language for Trustees. Also, practical review tips for Trustees to review documents more quickly and efficiently. 50 minutes
- 19. Default and Bankruptcy Part I-** Part I of a two-part review of defaults and bankruptcy highlighting the difference between a default and Event of Default plus review of the bankruptcy process and Trustee involvement. What every Trustee should know regarding defaults and bankruptcies including how to successfully navigate through a bankruptcy to achieve the best result for bondholders. 53 minutes

20. Default and Bankruptcy Part II- Part II of the review of defaults and bankruptcy focusing on the Successor Trustee process, what Trustees need to know, and discussing key default/bankruptcy cases and the lessons learned for Trustees. 58 minutes

21. Corporate Trust Operations SEC Transfer Agent Rules- An in-depth review of the SEC Transfer Agent rules governing the conduct of registered Transfer Agents under the Securities Act Amendments of 1975. 49 minutes

22. Tales From the Front- Case Studies- A series of real-life case studies highlighting various risk issues facing Trustees. 34 minutes

23. Relationship Management- Discussion of how to form long lasting customer relationships plus how to conduct effective customer calls to promote new business development. 36 minutes

24. Critical Thinking and Problem Solving- Discussion of a step-by-step process for achieving successful problem solving including how to properly escalate issues to achieve resolution of problem situations. 22 minutes

25. Industry Update- Current industry developments impacting Trustees including legal, regulatory and securities market trends of importance to Trustees. 31 minutes

26. Avoiding Litigation- A discussion of why Trustees are sued, what to do to avoid litigation and best practices for reducing the risks of litigation against Trustees and tips on how to take a deposition successfully. 38 minutes

27. Structured Finance – An overview of the structured finance bond issues highlighting the role of the Trustee; duties and responsibilities of the Trustee and the basic structure of Asset Backed, Mortgage Backed and Collateralized Debt Obligations. 41 minutes

28. Custody- A description of the Custody business where the Corporate Trust business may become involved in providing Custody services for both document custody such as for mortgage files and the Custody functions for trades and settlements involving the role of a Custodian. 38 minutes

29. View All 28 Videos- Corporate Trust I: videos 1-13
Corporate Trust II: videos 14-28
Special discount pricing available. Refer to the Fee Schedule Tab