

Finance, Trust

# STEP Advanced Certificate in Company Law and Practice

## Course Details

### Price

£1,950.00

### Length

Online self-study and virtual classrooms over 4 months. Next course enrolment from 15 December 2025

## Course Overview

The course is designed to develop and enhance your understanding of how companies are used as offshore asset-holding vehicles. It ensures that practitioners understand how to incorporate and manage a private, asset-holding company, including the practices and procedures involved, and are familiar with relevant company law rules that regulate a company and its affairs.

This course can be taken as a standalone qualification or as part of the STEP Diploma in International Trust Management.

This course is designed for all professionals moving into or working in financial services (specifically trusts and corporate services), who wish to develop their understanding and knowledge of this area.

Students of this course typically include:

- Trust Assistants/Officers/Administrators
- Trust Managers (Senior)

**Flexible learning that works for you**

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- Trustees/Fiduciaries
- Corporate Administrators
- Lawyers/Solicitors/Attorneys
- Wealth Managers
- Accountants
- Tax Advisors
- Compliance Officers/Managers
- Private Bankers
- Secretarial/Administration
- Client Relations/Marketing/Sales
- Financial/Estate Planners

## Course Content

Following this course you will be able to:

- Appreciate and describe the features, characteristics and uses of private asset-holding companies incorporated offshore.
- Know how to incorporate a private company and draft required documentation.
- Comply with the procedural requirements to migrate a company by continuation.
- Construe the constitutive documents of a typical company, namely its memorandum and articles of association, and be able to amend their provisions.
- Understand funding and capital structure of a company and how capital is allocated to comply with capital maintenance provisions.
- Appreciate the limitations upon what is available to justify a dividend and that the same restrictions do not apply to repayment of debt.
- Comply with the duties of a director of a managed company and reduce risk for the firm providing directorships, company secretary and/or registered agent.
- Convene, hold and conduct (and waive) meetings of the board and general meetings of shareholders, conduct a variety of common corporate actions and draft accompanying resolutions.
- Balance beneficial owner control with the risks involved

- Understand the role of receiver, liquidator.
- Conduct a members' voluntary winding-up or voluntary striking-off (and reinstatement).

The STEP Advanced Certificate in Company Law and Practice forms part of the STEP Diploma in International Trust Management combined with three additional STEP Advanced Certificates.

This course is available for study all year round, with intakes at different points throughout the year (depending on your location). The core programme is delivered through a blend of distance-learning and four virtual workshops as part of a revision-week series delivered online by experts in the field who possess vast amounts of professional experience and practical knowledge. Thanks to the online delivery, you can take this course from anywhere.

It is recommended that you spend four to six hours per week on private study for the duration of this course.

**Next enrolment from 15 December 2025**

The full course timetable can be found [here](#).

## Benefits

The STEP Advanced Certificate in Company Law and Practice forms part of the STEP Diploma in International Trust Management which is recognised worldwide as the benchmark qualification for those working in the international trusts industry.

Features:

- Ideal for practitioners looking for professional accreditation.
- A recognised "gold-standard" professional qualification for those working in the industry, globally recognised by employers, regulators, clients and professionals.
- This course is subject to the rigorous quality assurance procedures of Manchester Business School, a Faculty of the University of Manchester.
- Can be taken as a standalone qualification or as part of the STEP Diploma in International Trust Management.
- Blended delivery, written and taught by practitioners focusing on everyday matters encountered in private company management from incorporation, modern usage and administration of companies and the provision of corporate services.
- Access to specimen examination papers and solutions to support you in your assessment preparation.
- Ability to grow your own professional network, meeting students from a range of professions providing an opportunity for networking, building relationships and sharing study tips/support as a cohort.
- You have the opportunity to submit academic queries to a dedicated programme content team.

Successful completion of the course will award you with 30 Diploma-Level credits towards STEP membership.

## Next Steps

Whilst we at the GTA promote and facilitate the STEP programmes, bookings are made directly with CLT International, STEP's exclusive training provider. To enrol please [book online](#).