



## Application Form for CPWP Certification Renewal (On-going Professional Training)

**Personal Particulars** *(Please use block letters for completion of the information requested below and the name should match your HKID/passport record)*

<b>Name in English</b> <i>(as on HKID/ Passport)</i>	<input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms		
<b>CPWP Number</b>			
<b>Current Employer</b>			
<b>Department</b>		<b>Position</b>	

**Personal Information** *(if any change)*

<b>Office Address</b>			
<b>Correspondence Address</b> <i>(if different from the above)</i>			
<b>Contact Telephone Number</b>	<b>Office</b>	<b>Mobile</b>	<b>Home</b>
<b>Email Address</b>			

**Employment Update** *(if any change)*

<b>Employer</b>	<b>Position</b>	<b>Employment Period</b> <small>(DD/MM/YYYY)</small>	<b>Key Responsibilities</b>
		from	
		to	
		from	
		to	
		from	
		to	



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### Disciplinary Actions and Investigations, Financial Status and Character

You are required to answer the following questions by selecting "Yes" or "No".

1. Have you ever been reprimanded, censured, disciplined by any professional or regulatory authority?  
 Yes  No
2. Have you ever had a record of non-compliance with various non-statutory codes, or been censured, disciplined or disqualified by any professional or regulatory body in relation to your profession?  
 Yes  No
3. Have you ever been investigated about offences involving fraud or dishonesty or adjudged by a court to be criminally or civilly liable for fraud, dishonesty or misfeasance?  
 Yes  No
4. Have you ever been refused or restricted from the right to carry on any profession for which a specific license, registration or other authorisation is required by law?  
 Yes  No
5. Have you ever been adjudged bankrupt, or served with a bankruptcy petition?  
 Yes  No

Notes: If you have answered "Yes" to any of the above questions, please provide more details by attaching all relevant documents relating to the matter(s) at issue.

### Ongoing Professional Training Hours

- I have taken not less than 10 hours of Ongoing Professional Training ("OPT") hours as required by the PWMA with details indicated in the Guidelines of CPWP Certification Renewal available at [www.pwma.org.hk](http://www.pwma.org.hk).

### Payment

Application fee of HK\$1,000 should be made payable by cheque to "Private Wealth Management Association Limited".



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### Acknowledgement and Declaration

1. I declare that all information I have provided in this form is true and correct.
2. I understand that the paid fees are non-refundable and non-transferable.
3. I authorise the PWMA to obtain, and the relevant authorities to release, any information about my qualifications and/or employment as required for my application.
4. I acknowledge that PWMA has the right to withdraw my CPWP designation if I do not meet the requirements.
5. I confirm that I have read and understood the Personal Information Collection Statement set out in the website of PWMA at [www.pwma.org.hk](http://www.pwma.org.hk) and consent to the terms set out therein.
6. I confirm that I have complied with PWMA Code of Ethics and Conduct.

\_\_\_\_\_  
**Signature**

[Name: \_\_\_\_\_ ]

\_\_\_\_\_  
**Date**

### Verification by Relevant Department

1. This is to confirm that the applicant has fulfilled the requirement of at least 10 OPT hours for annual renewal.
2. The number of OPT hours fulfilled by the applicant, changes (if any) in employment information provided by the applicant in this form has been verified to be consistent with the information on the applicant which is retained by the HR department of the employer of the applicant where the firm has a record of this information.

\_\_\_\_\_  
**Signature & Company Chop**

[Name: \_\_\_\_\_ ]

[Department: \_\_\_\_\_ ]

\_\_\_\_\_  
**Date**