



Private Wealth  
Management  
Association

## **Instructions**

### **Submission**

Please complete and submit the signed application form and a cheque payable to the "Private Wealth Management Association Limited" to:

Application for CPWP Certification  
Private Wealth Management Association  
Room 1405-1406, 14/F, Prince's Building  
Central, Hong Kong

Applications should be reviewed and endorsed by your institution's Human Resources Department before submission.

### **Fee Payable**

A Non-refundable application fee is required for each of the following applications:

Application Form for Grandfathering - HKD1,000.00

Application Form for CPWP Certification - HKD1,000.00

Application Form for CPWP Certification Renewal (On-going Professional Training) – HKD1,000.00

### **Assessment Results**

Results will be given in writing normally within 2 months upon receipt of application form and the required supporting documents. If more time is needed for certain cases, written notification of the expected time for completing the assessment will be given to the applicants.

Applicants may appeal by providing additional information within 3 months from the date of notification of result. Reassessed results are final and no further appeal will be accepted.

### **Contact Us**

If you have any queries relating to Enhanced Competency Framework, please refer to our FAQ. If you need any further assistance, please email your queries to [info@pwma.org.hk](mailto:info@pwma.org.hk).

### **Payment Method**

Please make a crossed cheque made payable to the "Private Wealth Management Association Limited". Post-dated cheques will not be accepted.

### **Document Checklist**

- Completed and signed Application Form
- Payment of cheque
- Supporting documents (if any)