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Batch no.

HKXM-CB-Not yet approved (2018)

Certified Banker (CB) Module Exemption Application Form

- Please read the **NOTES** carefully before completing this form.
- Please complete the form in **BLOCK LETTERS**.
- Please tick or delete as appropriate

SECTION A: PERSONAL PARTICULARS

Title <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Dr <input type="checkbox"/> Other (please specify)	HKIB Membership No.
Name (as shown on HKID/Passport) (Surname)	(Given Name)
HKID/Passport No.	
Current Employer, if applicable	
Department	Position
Correspondence Address <input type="checkbox"/> Business <input type="checkbox"/> Residential	
Telephone / Mobile no.	E-mail

ACADEMIC/PROFESSIONAL QUALIFICATION

Year of Graduation	Highest Qualification Obtained	Name of Granting Body	Country/ Region of Granting Body	Duration of Study

SECTION B: APPLICATION FOR EXEMPTION

Applicants with appropriate qualification(s) may apply module(s) exemption carrying a maximum of 30 credits on each of the following qualifications, unless otherwise specified. Please "✓" the module(s) which you would like to apply for exemption.

Qualifications	Modules	Please "✓"	For office use only
Advanced Diploma for Certified Banker (QF Level 4)	Core: Fundamentals of banking (Credit: 10)	<input type="checkbox"/>	
	Core: Professional ethics and compliance (Credit: 10) ¹	N/A	
	Elective: Fundamentals of accounting (Credit: 10)	<input type="checkbox"/>	
	Elective: Introduction to banking law (Credit: 10)	<input type="checkbox"/>	
	Elective: Risk management (Credit: 10)	<input type="checkbox"/>	
	Elective: Fundamentals of Treasury Markets (Credit: 10) ²	<input type="checkbox"/>	
	Elective: ECF on AML/CFT (Core) (Credit: 20) ³	<input type="checkbox"/>	
Professional Diploma for Certified Banker QF (Level 5)	Elective: Business and People Management (Credit: 30)	<input type="checkbox"/>	
	Elective: Corporate Finance Services (Credit: 30)	<input type="checkbox"/>	
	Elective: Finance of International Trade (Credit: 30)	<input type="checkbox"/>	
	Elective: Technology Management and Innovation in Banking (Credit: 30)	<input type="checkbox"/>	
	Elective: Financial Planning (Credit: 30) ⁴	<input type="checkbox"/>	

Note:

1. The core module of Advanced Diploma for Certified Banker: "**Professional ethics and compliance**" cannot be exempted.
2. The elective module of Advanced Diploma for Certified Banker: "**Fundamentals of Treasury Markets**" can be exempted using the Professional Certificate in Treasury Markets (i.e. ECF on Treasury Management (Core Level)) offered by LiPACE of OUHK.
3. The elective module of Advanced Diploma for Certified Banker: "**ECF on AML/CFT (Core)**" can be exempted using either the ECF on AML/CFT (Core) programme or grandfathering certificate provided by HKIB.
4. The elective module of Professional Diploma for Certified Banker: "**Financial Planning**" can be exempted using the Professional Certificate for ECF on Retail Wealth Management (RWM) provided by HKIB.
5. All modules of Postgraduate Diploma for Certified Banker (QF Level 6) cannot be exempted

SYLLABUS MAPPING TABLE

- Applicants may consider applying exemption of one CB module by multiple qualifications. However, normally not more than FOUR qualifications/courses will be considered for exempting one CB module.
- ***In case there is insufficient space below, please use separate sheet.***
- Please enclose corresponding certified true copies of your certificate(s) and official transcript(s).
- Please enclose syllabus(es) or detail course outline(s) of relevant courses, samples of assessments, etc. of qualifications/courses.

1. Name of Qualification Achieved:

CB Module		Qualification Achieved	
Module	Section(s) of Syllabus	Module (s) Completed	Section(s) of Syllabus

2. Name of Qualification Achieved:

CB Module		Qualification Achieved	
Module	Section(s) of Syllabus	Module (s) Completed	Section(s) of Syllabus

SECTION C: PAYMENT

FEES SCHEDULE		PAYMENT METHOD	
Application Fee * (per form)	HK\$200	<input type="checkbox"/> Cheque (made payable to "THE HONG KONG INSTITUTE OF BANKERS") Please use separate cheques for Application Fee and Module Exemption Fees (use separate cheque for each module)	
Exemption Fee # (per module)	HK\$800		
<p>* Application fee is non-refundable</p> <p># Exemption fee will not be charged if the application is unsuccessful</p>		<input type="checkbox"/> Credit Card <input type="checkbox"/> Visa <input type="checkbox"/> Master Amount HK\$ _____ Name of Cardholder _____ Credit card no. _____ - _____ - _____ - _____ Expiry Date ____ / _____ Signature _____ Please fill in the total amount of your Application Fee and Module Exemption Fees	

CHECKLIST
<input type="checkbox"/> Completed all sections of this form <input type="checkbox"/> Enclosed required fees (by cheques or fill in the credit card mail order payment instructions) <input type="checkbox"/> Enclosed certified true copies of your certificate(s) and official transcripts <input type="checkbox"/> Enclosed a mapping table between syllabus of qualification(s) obtained and syllabus of HKIB's module(s) <input type="checkbox"/> Enclosed course outlines, syllabus, samples of assessments, etc. of qualifications/courses

ACKNOWLEDGEMENT AND DECLARATION
<p>I, the undersigned, hereby make application for the exemption of the CB module(s) offered by The Hong Kong Institute of Bankers. I declare that the information given in this form is true and accurate.</p> <p>I fully understand that the application fee (HK\$200) for this application is non-refundable.</p> <p>I fully understand that the Institute reserves the rights to reject any application without sufficient documents (e.g. personal information, certificates, official transcripts, etc.), and to charge application fee as an administration fee.</p> <p>I confirm that I have read the relevant Programme Handbook and Notes for Exemption printed in this form and fully understand the rules and regulations.</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>_____</p> <p>Signature</p> </div> <div style="width: 45%;"> <p>_____</p> <p>Date</p> </div> </div>

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Entry Date	Send on
Remarks	

NOTES FOR EXEMPTION

1. To apply for exemption, the applicant should be a current member of The Hong Kong Institute of Bankers (the Institute).
2. The applicant should submit all relevant documentary evidence for his/her qualifications (i.e. certificates, official transcripts, etc.) together with this form. Only **certified true copies** of the documents are accepted. We only accept photocopies of the documents which are certified as true copies by:
 - (i) The Hong Kong Institute of Bankers; or
 - (ii) Current employer's HR Department; or
 - (iii) Liaison Officer (District Offices), Home Affairs Department of the HKSAR
3. Exemption application will only be considered if over 70% of the Institute's syllabus is covered. Applicant should provide a **mapping table** between syllabus of qualifications/courses obtained and syllabus of CB module(s).
4. Applicant may apply module(s) exemption carrying a maximum of 30 credits on each of the Advanced Diploma for Certified Banker and the Professional Diploma for Certified Banker.
5. The application fee of HK\$200 is non-refundable.
6. Only successful application will be charged for exemption fees. The amount of exemption fee is subject to the number of module(s) approved.
7. Exemption results will normally be given in writing within two months after the receipt of application and sufficient supporting documents. If further assessment is needed due to unexpected circumstances, separate notifications will be given. The decision of the Institute is final and cannot be appealed.
8. All documents submitted will not be returned regardless of the result of the application.
9. The Institute reserves its right to refuse application for exemption if deemed appropriate.

For Enquires:

Address: 3/F Guangdong Investment Tower, 148 Connaught Road Central, Hong Kong

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