Professional Development Pathway

*This diagram sets out the current education and qualification paths for **practitioner** members. For more details, please refer to the **Membership Bylaws & Certification Bylaws** on the website at www.ifa.org.nz under Library: Institute Documents.*

All membership and qualification matters come under the jurisdiction of the Certification Committee. This committee is *independent* of the Board and Executive. If you believe you should not have to meet one or more of the requirements below, you should make a detailed case and send it, with supporting documentation, to this committee via the National Office: PO Box 5513, Wellington. Phone 0800 404 422.

1. New members join as Provisional members; at the time of application you:
- declare involvement as a financial adviser

and
- agree to complete the Education/Training and other requirements for General membership within 2 years.

2. a. COMPLETE educational qualifications:

EITHER:

Vocational path: Complete the Certificate in Financial Services (CertFS) run by *Adviserlink Learning*:

OR

University path: Complete 4 Papers of an approved University Diploma*, and undertake to complete the full Diploma within 4 years of becoming a Provisional member.

AND

b. Complete 2 years MENTORING.

Provisional members working for an **ATO** (Approved Training Organisation) complete similar requirements.

ON COMPLETION OF THESE REQUIREMENTS YOU MAY APPLY FOR GENERAL MEMBERSHIP.

Stop here, or go on for **higher practitioner membership status**

3.

Associate Financial Planner (AFP)
Complete 4 papers towards Diploma in Personal Financial Planning* and declare intention to qualify as CFP^{CM} Practitioner

Associate Life Underwriter (ALU)
Complete 4 papers towards Diploma in Personal Risk Management*, and declare intention to qualify as CLU

(Applications for these membership designations will not be granted after 1 January 2010.)

4. Finally, once you have **COMPLETED THE APPROVED DIPLOMA*** or its equivalent and a minimum of three years experience as a financial adviser, and subject to the final requirements below, you may apply for our highest designations:

Comprehensive Case Study

CFP^{CM} Practitioner
CERTIFIED FINANCIAL PLANNER^{CM} Practitioner

Comprehensive Case Study (from 2011)

CLU
CHARTERED LIFE UNDERWRITER

Finally, **ALL PRACTITIONER MEMBERS**, whether fully qualified or not, have to complete the required hours of Continuing Professional Development **(CPD)** every two membership years. Refer to the CPD Guidelines for details.

Note: All *Adviserlink Learning* courses can be 'challenged' (if you don't think you need to complete a particular course, you may be eligible to apply to complete the *Adviserlink Learning* challenge assessment).

***Approved Diplomas:**

Financial Planners
- Massey University: Graduate Diploma in Business Studies Endorsed in Personal Financial Planning
- University of Waikato: Postgraduate Diploma in Personal Financial Planning

Insurance Advisers:
- Massey University: Graduate Diploma in Business Studies (Personal Risk Management)

Effective from 01 June 2009