



# Helpful Tips for [June 2018] CFP<sup>CM</sup> Certification Examination

## CFP<sup>CM</sup> 資格認證考試 [2018 年 6 月] 考試提示

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CFP<sup>CM</sup>, CERTIFIED FINANCIAL PLANNER<sup>CM</sup>, CFP<sup>®</sup>, CERTIFIED FINANCIAL PLANNER<sup>™</sup>, AFP<sup>™</sup>, ASSOCIATE FINANCIAL PLANNER<sup>™</sup>, AAFP<sup>®</sup> and ASSOCIATE FINANCIAL PLANNER<sup>®</sup> are certification marks and/or trademarks owned outside the U.S. by Financial Planning Standards Board Ltd. The Institute of Financial Planners of Hong Kong is the marks licensing authority for the CFP marks and AFP marks in Hong Kong and Macau, through agreement with FPSB.

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## 1. Overview of Examination 考試概覽

### 1.1 Entry Requirements 報考要求

Level of Exam 考試階段	Foundation Level 基礎階段	Level 1 第一階段	Level 2 第二階段
Candidacy 報考身份	- IFPHK Candidate 學會候證人	- AFP™ Certificant AFP™ 持證人 or 或 - IFPHK Candidate (Challenge Status List A / B / C / D) 挑戰級別列表 A / B / C / D 候證人	- AFP™ Certificant AFP™ 持證人 or 或 - IFPHK Candidate (Challenge Status List A / B / C / D) 挑戰級別列表 A / B / C / D 候證人
Education 教育	- Completed AFP™ Certification Education Program 已完成 AFP™ 資格認證教育課程	- Completed CFP™ Certification Education Program: Course 1 + Course 2 + Course 3 已完成 CFP™ 資格認證教育課程： 課程 1 + 課程 2 + 課程 3	- Completed CFP™ Certification Education Program: Course 4 已完成 CFP™ 資格認證教育課程： 課程 4
Examination 考試	<i>Nil</i> 沒有	- Completed CFP™ Certification Examination (Foundation Level) 已完成 CFP™ 資格認證考試（基礎階段）	- Completed CFP™ Certification Examination (Level 1) 已完成 CFP™ 資格認證考試（第一階段）

## 1.2 Exam Arrangements 考試安排

	Foundation Level 基礎階段	Level 1 第一階段	Level 2 第二階段
Frequency 舉行次數	<ul style="list-style-type: none"> <li>- 4 times in 2018 (March, June, September &amp; December)</li> <li>2018 年舉行 4 次 (三月、六月、九月、十二月)</li> </ul>	<ul style="list-style-type: none"> <li>- 4 times in 2018 (March, June, September &amp; December)</li> <li>2018 年舉行 4 次 (三月、六月、九月、十二月)</li> </ul>	<ul style="list-style-type: none"> <li>- 2 times in 2018 (June &amp; December)</li> <li>2018 年舉行 2 次 (六月、十二月)</li> </ul>
Exam Duration 考試長度	<ul style="list-style-type: none"> <li>- 3 hours</li> <li>三小時</li> </ul>	<ul style="list-style-type: none"> <li>- 3 hours</li> <li>三小時</li> </ul>	<ul style="list-style-type: none"> <li>- 3 hours</li> <li>三小時</li> </ul>
Exam Language 考試語言	<ul style="list-style-type: none"> <li>- English Exam Paper 英文試卷</li> <li>or 或</li> <li>- Chinese Exam Paper 中文試卷</li> </ul>	<ul style="list-style-type: none"> <li>- English Exam Paper 英文試卷</li> <li>or 或</li> <li>- Chinese Exam Paper 中文試卷</li> </ul>	<ul style="list-style-type: none"> <li>- English Exam Paper 英文試卷</li> <li>or 或</li> <li>- Chinese Exam Paper 中文試卷</li> </ul>
Grading 評分	<ul style="list-style-type: none"> <li>- * Pass with Merit 合格 (優異考生)</li> <li>- Pass 合格</li> <li>- Fail 不合格</li> <li>- Absent 缺席</li> </ul>	<ul style="list-style-type: none"> <li>- * Pass (Top Scorer) 合格 (傑出成績考生)</li> <li>- Pass 合格</li> <li>- Fail 不合格</li> <li>- Absent 缺席</li> </ul>	<ul style="list-style-type: none"> <li>- * Pass (Top Scorer) 合格 (傑出成績考生)</li> <li>- Pass 合格</li> <li>- Fail 不合格</li> <li>- Absent 缺席</li> </ul>
Re-sit Policy 重考政策	<ul style="list-style-type: none"> <li>- No limit on max no. of re-sit 重考次數不設上限</li> <li>- Can re-sit the exam until passing the Foundation Level Exam 可重考直至取得基礎階段考試合格為止</li> </ul>	<ul style="list-style-type: none"> <li>- No limit on max no. of re-sit 重考次數不設上限</li> <li>- Can re-sit the exam until passing the Level 1 Exam 可重考直至取得第一階段考試合格為止</li> </ul>	<ul style="list-style-type: none"> <li>- No limit on max no. of re-sit 重考次數不設上限</li> <li>- Can re-sit the exam until passing the Level 2 Exam 可重考直至取得第二階段考試合格為止</li> </ul>

\* It is a score award given by IFPHK at its discretion.

這是由學會頒發的分數獎項。學會對頒發與否有酌情權。

### 1.3 Exam Coverage 考試範圍

Please refer to the Appendix 1 of the [Examination Handbook: CFP<sup>CM</sup> certification examination](#).

請參閱《[考試手冊：CFP<sup>CM</sup> 資格認證考試](#)》附錄一。

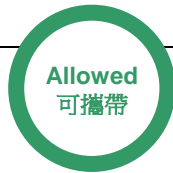
	Foundation Level 基礎階段	Level 1 第一階段	Level 2 第二階段
Subject Areas 課題類別	<ul style="list-style-type: none"> <li>- Financial Planning Principles 財務策劃原則 (FPP)</li> <li>- Financial Management 財務管理 (FM)</li> <li>- Retirement Planning 退休策劃 (RET)</li> <li>- Introduction to Investments 投資學概論 (INV)</li> <li>- Fundamentals of Insurance 基礎保險學 (INS)</li> </ul>	<ul style="list-style-type: none"> <li>- Investment Planning &amp; Asset Management 投資策劃及資產管理 (INV)</li> <li>- Insurance Planning &amp; Risk Management 保險策劃及風險管理 (INS)</li> <li>- Tax Planning 稅務策劃 (TAX)</li> <li>- Estate Planning 遺產安排 (EST)</li> </ul>	<ul style="list-style-type: none"> <li>- Integrated topics of Foundation Level and Level 1 基礎階段及第一階段的綜合課題 (FPP, FM, RET, INV, INS, TAX, EST)</li> </ul>
Exam Format 考試形式	<ul style="list-style-type: none"> <li>- 90-100 MCQs 90-100 條多項選擇題</li> </ul>	<ul style="list-style-type: none"> <li>- 75-85 MCQs 75-85 條多項選擇題</li> </ul>	<ul style="list-style-type: none"> <li>- 65-75 MCQs 65-75 條多項選擇題</li> <li>- 40% standalone questions 40% 為獨立題目</li> <li>- 60% case-related questions based on 2-3 cases 60% 為基於 2-3 個個案的綜合題目</li> </ul>


## 2. Examination Regulations 考試規則



Please refer to the Appendix 2 of the [Examination Handbook: CFP<sup>CM</sup> certification examination](#).


請參閱《考試手冊：CFP<sup>CM</sup>資格認證考試》附錄二。

2.1 Allowable Items (items that can be brought to the exam seat)		許可物品 (可帶至考試座位的物品)
<b>MUST</b> <b>MUST</b>	<b>On the desk</b> - ID card/passport - Admission card (does not include IFPHK letter or envelope) - Essential stationery: <i>pencil, pencil sharpener, rubber, correction fluid, ruler, pen and highlighter</i> - Approved calculators (without cover) - Noiseless wrist-watches	可在桌上 - 身份證／護照 - 准考證 (不包括學會發出的信件或信封) - 必需文具：鉛筆、鉛筆刨、橡皮擦、塗改液、間尺、原子筆及螢光筆 - 准許計算機 (已拆除封套) - 不響鬧手錶
	<b>Under the chair</b> - Wallet (money purse) - Pure drinking water in a transparent plastic bottle - Eyeglasses & plain cleaning cloth (without marking or pattern) - Earplugs - Tissues - Necessary medicines - Small transparent bag (not exceeding the size of 30cm x 21cm)	放在座椅下 - 錢包 - 純飲用清水載於透明塑膠水樽內 - 眼鏡及素色無標記及圖案的清潔布 - 耳塞 - 紙巾 - 必要的醫藥用品 - 透明小塑膠袋 (尺寸不超過 30 厘米 x 21 厘米)



2.2 Attention on bringing these items	攜帶下列物品注意事項
Approved Calculators (16 models only)	准許計算機 (只有 16 款准許型號)
 <ul style="list-style-type: none"> <li>- <b>Casio</b> : (1) FC100 (2) FC200 (3) FC100V (4) FC200V</li> <li>- <b>Hewlett Packard</b> : (5) 10B (6) 10bII (7) 10bII+ (8) 17bII+ (9) 12C (10) 12c Platinum</li> <li>- <b>Sharp</b> : (11) EL-733 (12) EL-733A (13) EL-738</li> <li>- <b>Texas Instruments</b> : (14) BA II Plus (15) BA II Plus Professional (16) BA II Plus (Business Analyst)</li> </ul>	

2.2 Attention on bringing these items	攜帶下列物品注意事項
<p>Noiseless wrist-watches</p> <ul style="list-style-type: none"> <li>- no mobile applications installed</li> <li>- do not support wireless technologies</li> <li>- smart watches, databank watches, activity trackers or similar devices are not allowed</li> </ul>	<div style="display: flex; align-items: center;">  <div> <p>不響鬧手錶</p> <ul style="list-style-type: none"> <li>- 沒有安裝流動應用程式</li> <li>- 不支援無線技術</li> <li>- 不可攜帶智能手錶、具文字顯示功能的手錶、活動監測器或類似器材</li> </ul> </div> </div>
<p>Medicines (where necessary)</p> <ul style="list-style-type: none"> <li>- if you need to bring medicines such as tablets, capsules, lozenges, linctus, liquids, sprays, inhalers, you must report to the Help Desk before entering the exam hall (note: IFPHK may request you to provide medical proof after the exam)</li> <li>- if you need to bring any medically-necessary items other than the types listed above, you must report to the IFPHK as early as possible</li> </ul>	<div style="display: flex; align-items: center;">  <div> <p>醫藥用品（如有必要）</p> <ul style="list-style-type: none"> <li>- 考生如需帶備藥物如藥丸、膠囊、喉糖、藥水、液體、噴霧、吸入器，必須在進入試場前向詢問處報告（注意：學會可在考試後要求提供醫學證明）</li> <li>- 考生如需帶備上述類別以外的任何其他必要醫療用品，必須在考試前盡早向學會報告</li> </ul> </div> </div>

2.3 Arrangements of Typhoon and Black Rainstorm Signals		颱風及黑色暴雨警告訊號下之安排
<ul style="list-style-type: none"> <li>- If the typhoon signal No.8 or black rainstorm signal is still hoisted after 8:00am, the examination will be rescheduled</li> <li>- If a typhoon signal No.8 or black rainstorm signal is hoisted while the examination is in progress, the examination will continue until the scheduled time is up</li> <li>- On the scheduled day of the examination, examinees should pay attention to public announcements if they have any doubts regarding the examination arrangement</li> </ul>		<ul style="list-style-type: none"> <li>- 如在上午 8:00 後，八號風球或黑色暴雨警告訊號仍然生效，考試將會改期</li> <li>- 如在考試進行期間懸掛八號風球或發出黑色暴雨警告訊號，考試將繼續進行，直至原定考試時間結束為止</li> <li>- 在考試當日考生如對考試安排有疑慮，應留意當日發佈的有關公眾通告</li> </ul>

### 3. Important Dates & Time 重要日期及時間

#### 3.1 Important Dates 重要日期

Event Date 日期		Event 事項	
3 weeks before the exam 考試前三星期	2018.05.26	IFPHK 學會	Sending Examination Application Result (by email) 電郵通知考試申請結果
Deadline of updating personal data 最後限期更新個人資料	2018.05.28	Examinee 考生	Check and provide up-to-date personal information under <a href="#">Members' Area</a> on IFPHK website 在學會網頁 <a href="#">會員專區</a> 內檢查並提供最新個人資料
At least 10 days before the exam 考試前最少 10 天	2018.06.06	IFPHK 學會	Sending Admission Pack including Admission Card and Examination Regulations (by post) 郵寄發出准考證郵包（包含准考證及考試規則）
		Examinee 考生	Check the info on the Admission Card; and read the Examination Regulations 檢查准考證上資料；及閱讀考試規則
5 days before the exam 考試前 5 天	2018.06.11	Examinee 考生	Notify IFPHK if Admission Pack is not received 如未收到准考證郵包，通知學會
<b>Examination Date</b> 考試日期	<b>2018.06.16</b>	<b>Examinee 考生</b>	<b>Attend the Examination on time</b> 準時出席考試
5 days after the exam 考試後 5 天	2018.06.21	Examinee 考生	[Deadline of <a href="#">Exam Enquiry Report</a> ] for suspecting an exam question contains an error [遞交 <a href="#">考試查詢報告</a> 限期] 就懷疑考試題目有誤作報告
			[Deadline of <a href="#">Exam Administration Report</a> ] for giving comments about exam administration/arrangements [遞交 <a href="#">考試行政報告</a> 限期] 就考試行政／安排提出意見

Event Date 日期		Event 事項	
10 days after the exam 考試後 10 天	2018.06.25	Examinee 考生	Deadline for Deferral Request 最後限期遞交考試延期申請
6 weeks after the exam 考試後 6 星期	Late Jul 2018 2018 年 7 月下旬	IFPHK 學會	Release Exam Results Online 網上公布考試成績

### 3.2 Examination Time 考試時間

Recommended arrival time 建議到達考場時間	上午 9:15 am
Examinees are allowed to enter exam hall 可進場時間	上午 9:30 am
Start of examination 考試開始	上午 10:00 am
Last admission time to exam hall 最後可進場時間	上午 10:30 am
Early leave is permitted after 容許提早退場的時段	the exam has started for 60 mins but not during the last 15 mins of the exam 開考後 60 分鐘 至 完卷前 15 分鐘
No examinee is allowed to leave their seats (washroom suspended) 不可離開座位時間 (洗手間暫停開放)	(1) After the question paper has been distributed and before the announcement of the start of the exam by the Presiding Officer 試卷派發後及試場主任宣布開考前 and 及 (2) Last 5 mins of the exam 完卷前 5 分鐘



#### 4. Dos & Don'ts 建議事項

4.1 Dos	考生應做的事
<p>Preparation</p> <ul style="list-style-type: none"><li>- Check that the personal data on <a href="#">Members' Area</a> is correct. (Failure to provide IFPHK with the correct information by the stated deadline which results in a re-issuance of admission card will incur administration charge of HK\$300 to the examinee.)</li><li>- Check that the information printed on your admission card is correct. If not, please contact IFPHK immediately.</li><li>- Read the Examination Regulations inside the <a href="#">Examination Handbook: CFP<sup>CM</sup> certification examination</a> carefully.</li><li>- Check all your things to be brought to the exam, bring only necessary items. (see Section 2 above)</li><li>- Consider how many approved calculators to be brought to the exam, and whether their battery levels are OK. (see Section 2.2 above)</li><li>- Plan your journey to the exam venue. (see Section 5 below)</li><li>- Relax and take a good sleep the night before.</li></ul> <p>On the exam date</p> <ul style="list-style-type: none"><li>- Remember to bring your 2 documents for admission: (1) <b>ID card/passport</b> and (2) <b>admission card</b></li><li>- Arrive at the exam hall at least 30 minutes before start.</li><li>- Make sure only Allowable Items listed in the Examination Regulations are brought to the exam seat, all other belongings have to be left in the designated area for examinees' personal belongings.</li><li>- Follow the instructions of invigilators.</li></ul>	<p>預備工作</p> <ul style="list-style-type: none"><li>- 必須於<a href="#">會員專區</a>內核對個人資料（如考生未能在限期前向學會提供正確資料而導致須重發准考證，學會將收取港幣\$300 元行政費）</li><li>- 必須核對准考證上的資料，如有錯誤，請即時聯絡學會</li><li>- 詳細閱讀附載於《<a href="#">考試手冊：CFP<sup>CM</sup> 資格認證考試</a>》的考試規則</li><li>- 檢查所有計劃帶到考試場地的物品，只攜帶必須物品（見上述第 2 節）</li><li>- 考慮需攜帶准許計數機的數量，並檢查電池水平是否足夠（見上述第 2.2 節）</li><li>- 計劃如何到達考試場地（見下述第 5 節）</li><li>- 放鬆及保持充足睡眠</li></ul> <p>考試當日</p> <ul style="list-style-type: none"><li>- 記緊攜帶兩項進場文件：(1)<b>身份證／護照</b>及(2)<b>准考證</b></li><li>- 於考試 30 分鐘前到達考試場地</li><li>- 確保只攜帶考試規則內列載的許可物品到考試座位，其他物品應放置在指定地點</li><li>- 遵守監考員的指示</li></ul>

#### 4.2 Don'ts

- DON'T bring any unnecessary valuables to the examination.
- No smoking in the exam venue.
- No eating/gum-chewing in the exam hall.
- DON'T bring drinks other than plain drinking water.
- DON'T study overnight and rush to the exam hall.
- DON'T bring any item to the exam seat which is not listed on the Allowable Items, in particular:

- No mobile phones, smart watches, databank watches, activity trackers or similar devices (even if they are switched off)
- No alarm clock
- No boxes/cases (including pencil boxes) / bags (except the 30cm x 21cm transparent plastic bag)
- No correction tapes
- No paper or similar material of any sort (including IFPHK letter/envelope)
- No calculators outside the 16 types of Approved Calculators



#### 考生不應做的事

- 不應攜帶不必要的貴重物品到試場
- 考試場地嚴禁吸煙
- 試場內禁止進食／咀嚼口香糖
- 除純飲用清水外，不應攜帶其他飲料
- 不應於考試前一天通宵溫習及匆忙到達考試場地
- 不應攜帶許可物品列表以外的物品到考試座位，尤其留意：
  - 不可攜帶手提電話、智能手錶、具文字顯示功能的手錶、活動監測器或類似器材（即使已關掉）
  - 不可攜帶鬧鐘
  - 不可攜帶任何盒（包括筆盒）／袋（除 30 厘米 x21 厘米的透明塑膠袋外）
  - 不可攜帶改錯帶
  - 不可攜帶紙張或類似物料（包括學會的信件／信封）
  - 不可攜帶 16 款准許型號以外的計算機

**5. Examination Venue 考試場地**

**HK & KLN Chiu Chow Public Association  
Secondary School**  
港九潮州公會中學

**Address 地址**

150 Sai Yee Street  
Mong Kok, Kowloon  
九龍旺角  
洗衣街 150 號





Source of Information 資料來源  
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