

# IFPHK/CII Joint Membership Renewal Application Form For Year 2018

## IMPORTANT NOTES

1. IFPHK/CII joint members are required to renew their joint membership annually. The one year joint membership period is by calendar year, from 1 January to 31 December. **Deadline for submitting the complete renewal application for year 2018: 31 December 2017.**
2. Completed application form with appropriate annual fee must be received by IFPHK on or before the deadline on 31 December 2017. Late submission after this deadline will not be accepted. Annual fee is non-refundable and non-transferable.
3. Please note that the complete application must be submitted in person or by mail to the office:

**Operations Department  
Institute of Financial Planners of Hong Kong  
13/F, Causeway Bay Plaza 2,  
463 – 483 Lockhart Road, Hong Kong  
“Re: IFPHK/CII Joint Membership Renewal”**

4. All applications are subject to review and approval by IFPHK and CII. IFPHK endeavours to notify the result of the application within six to eight weeks' time. If you have any concerns, issues or further queries regarding the IFPHK/CII joint membership renewal application, please contact us at (852) 2982 7888 or by email: [faiqinfo@ifphk.org](mailto:faiqinfo@ifphk.org).

### Code Tables for Application Form Section One

#### Employer Code

*(Please choose the group that your current employer belongs to)*

<b>C 1</b> AIA	<b>C 9</b> DBS Bank	<b>C 17</b> Standard Chartered Bank
<b>C 2</b> AXA	<b>C 10</b> Hang Seng Bank	<b>C 18</b> UBS
<b>C 3</b> Bank of Communications	<b>C 11</b> HSBC	<b>C 19</b> Wing Lung Bank
<b>C 4</b> Bank of East Asia	<b>C 12</b> FWD Group	<b>C 20</b> Zurich Insurance Group
<b>C 5</b> Bank of China	<b>C 13</b> Manulife	<b>C 22</b> Sun Life Hong Kong Limited
<b>C 6</b> China Construction Bank	<b>C 14</b> Nanyang Commercial Bank	<b>C 23</b> FTLife
<b>C 7</b> Citibank	<b>C 15</b> Prudential	<b>C 24</b> China Life
<b>C 8</b> Convoy	<b>C 16</b> Shanghai Commercial Bank	<b>C 21</b> Others

#### Industry Code

*(Please choose the one that best describes the industry you are serving, e.g. if you are serving as an accountant in a retail bank, you should choose I1)*

<b>I 1</b> Retail Banking	<b>I 6</b> Independent Financial Advisor	<b>I 11</b> Academia
<b>I 2</b> Private Banking	<b>I 7</b> Asset Management	<b>I 12</b> Real Estate Sector
<b>I 3</b> Investment Banking	<b>I 8</b> Securities Brokerage	<b>I 13</b> Others
<b>I 4</b> Life Insurance	<b>I 9</b> Legal Practice	
<b>I 5</b> General Insurance	<b>I 10</b> Accounting Practice	

#### Earnings Code

<b>E 1</b> Less than HK\$200,000	<b>E 4</b> HK\$600,000 – less than HK\$800,000
<b>E 2</b> HK\$200,000 – less than HK\$400,000	<b>E 5</b> HK\$800,000 – less than HK\$1,000,000
<b>E 3</b> HK\$400,000 – less than HK\$600,000	<b>E 6</b> HK\$ 1 million or above

# IFPHK/CII JOINT MEMBERSHIP RENEWAL APPLICATION FORM FOR YEAR 2018

For Official Use Only					
Date Received	Data Entry	Completed with all info	Payment	Evaluation	Approval
		<input type="checkbox"/> Yes <input type="checkbox"/> No	To F&A on: Confirmed on:		
Follow up/ Remarks:					

## SECTION ONE: PERSONAL PARTICULARS

*Note: if you have examination record(s) kept in IFPHK, related personal data in your examination record(s) will also be updated with the information provided in this form.*



### Profile

IFPHK Membership No.	<b>AF</b>
CII PIN	
ID/Passport* No.	
Title	<input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss
Name <i>(as printed on your ID card/Passport)</i>	(English)
	(Chinese)
Date of Birth (DD-MMM-YY)	
Correspondence Address	
Telephone	(Mobile)
	(Office)
	(Home)
Fax	
Email Address	

### Details of Highest Level of Education Attained

Name of Education Institution
Qualification Attained (and Year of Award)
(     )

### Employment Details

Current Employer		
Current Position		
Employer Code^: <b>C</b>	Industry Code^: <b>I</b>	Earnings in the Past Year^: <b>E</b>
Years of Financial Planning Work Experience _____ years		
Disclosure of certification status to Employer (Please refer to Point 3 of the Personal Data Agreement in Section Three: Declaration & Agreement)		

\* Please delete as appropriate.

^ Compulsory field to be filled in for statistical purpose. Please refer to the Code Tables under the "IMPORTANT NOTES".

## IFPHK/CII JOINT MEMBERSHIP RENEWAL APPLICATION FORM FOR YEAR 2018



### **Licences in Hong Kong** (Please select the organizations with which you CURRENTLY have a registration.)

Investment	<input type="checkbox"/> Securities and Futures Commission (SFC)
	<input type="checkbox"/> Hong Kong Monetary Authority (HKMA)
Insurance	<input type="checkbox"/> The Hong Kong Federation of Insurers (HKFI)
	<input type="checkbox"/> The Hong Kong Confederation of Insurance Brokers (CIB)
	<input type="checkbox"/> Professional Insurance Brokers Association Limited (PIBA)
MPF	<input type="checkbox"/> Mandatory Provident Fund Schemes Authority (MPFA)

### **CFP® Certification / AFP® Certification in China**

Do you have an active cross border CFP certification / AFP certification in China?

Yes, my certification no. in China is: \_\_\_\_\_

No

### **Professional Qualification** (Please tick as appropriate.)

<input type="checkbox"/> AHKIB	<input type="checkbox"/> ANZIIF	<input type="checkbox"/> CFA	<input type="checkbox"/> CFMP	<input type="checkbox"/> ChFC	<input type="checkbox"/> CLU
<input type="checkbox"/> CPA	<input type="checkbox"/> CWM	<input type="checkbox"/> FLMI	<input type="checkbox"/> FRM	<input type="checkbox"/> HKRFP	<input type="checkbox"/> LUTCF
<input type="checkbox"/> Others (please specify) :					

### **Preference** (Please select at most one option on each item.)

Renewal channel	<input type="checkbox"/> Online renewal	<input type="checkbox"/> Form renewal ( <i>default</i> )
Receiving publications	<input type="checkbox"/> Online publications ( <i>default</i> )	<input type="checkbox"/> Printed publications
Language of communication	<input type="checkbox"/> English ( <i>default</i> )	<input type="checkbox"/> Chinese
<p>IFPHK may use email, mail or SMS to offer members and let them know about the availability of examinations, education programs, memberships, conferences, events, research and products and services.</p> <p>Pursuant to the Personal Data (Privacy) Ordinance, if you do not want to receive these messages from the IFPHK, please "tick" here. <input type="checkbox"/></p>		

**SECTION TWO: AGREEMENT**

**Personal Data Agreement**

1. I explicitly consent that any personal information (personal data) from time to time collected or held by IFPHK (whether contained in this application or obtained otherwise) is provided and may be held, used, processed and/or disclosed (i) in accordance with and for the purpose outlined in the Data Privacy Statement herein, and/or (ii) to permit and enable IFPHK and CII to:
  - a. fully and fairly process my application,
  - b. disclose any personal data where IFPHK and CII have an obligation to make such disclosure under the requirements of any law binding on IFPHK and CII,
  - c. disclose to the public my joint membership status, date of award of joint membership, professional standing and history of disciplinary actions as an IFPHK/CII joint member and the date of my ceasing to be an IFPHK/CII joint member (if applicable),
  - d. use my personal data to compile statistics and analyse the results wholly for use within IFPHK and CII,
  - e. disclose my personal data to Financial Planning Standards Board Ltd. (FPSB) and its affiliate members for statistical purpose.
  
2. I understand that I may refuse to provide personal data as requested in the application or otherwise, but such refusal, or the provision of inaccurate personal data may result in IFPHK and CII being unable to or refusing to process this application.
  
3. I agree that IFPHK may disclose my joint membership status to my employer (being the entity with which I have an employment, agency or similar contractual obligation, and/or the holding companies, subsidiary companies or associated members of such entity) [that is kept in the IFPHK record] upon their request.  
 Yes                       No
  
4. I understand that I have the right to check whether IFPHK holds personal data about me and that, if so, I have a right of access to my personal data. I can request IFPHK to correct any inaccurate personal data and if I need to obtain a copy of my personal data or have it corrected, I can write to the Operations Department of IFPHK. I understand that IFPHK is permitted by law to charge a reasonable fee for the processing of any data access request.



**Application Statement**

I understand and agree to the above Personal Data Agreement. Also, I declare that the statements made in this application are true and complete. I authorize the investigation of all statements made by me with respect to this application. If I have been convicted of any offence other than a minor traffic or littering offence or have been expelled from a professional society or institute, I will provide additional relevant documents together with this form.

I agree to be bound by the provisions of the IFPHK’s Memorandum and Article of Association as an Associate Member and acknowledge that the Board of Directors of the IFPHK may terminate a person’s IFPHK membership if it considers the person not fit to be a member, such as but not limited to where the person has been convicted of a criminal offence, is adjudicated bankrupt, is mentally incapacitated, or if the person’s opinion or conduct is injurious to the interest or character of the IFPHK.



Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# IFPHK/CII JOINT MEMBERSHIP RENEWAL APPLICATION FORM FOR YEAR 2018

## SECTION THREE: PROCESS AND PAYMENT DETAILS



**Annual joint membership fee for Year 2018: HK\$1,400**

Payment by cheque to: "IFPHK Ltd." (Bank: \_\_\_\_\_ Cheque No.: \_\_\_\_\_)

Payment by credit card:  VISA  MasterCard

Card No.:        [ ] [ ] [ ] [ ] [ ] [ ] - [ ] [ ] [ ] [ ] [ ] [ ] - [ ] [ ] [ ] [ ] [ ] [ ] - [ ] [ ] [ ] [ ] [ ] [ ]

Card Expiry Date: [ ] [ ] / [ ] [ ] (MM / YY)

Cardholder's Name: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks:

1. 5% of membership fee will be contributed to IFPHK building fund.
2. IFPHK will reimburse £61 to CII for the annual joint membership fee. CII and IFPHK reserve the right to review the membership fee on an annual basis.

For Official Use Only		
IFPHK Membership No.	Name of Joint Member	Remarks
AF		

**ACKNOWLEDGEMENT OF RECEIPT**

**For Renewal Application Form Submitted by Mail or by Courier**

The acknowledgement of receipt will be sent to you via email to the email address provided at Section One: Personal Particulars of this renewal form. If email address is not provided, there will be no acknowledgement sent.



**ACKNOWLEDGEMENT OF RECEIPT**

**For Renewal Application Form Submitted in Person**



To: \_\_\_\_\_ (Please fill in your full name)

We hereby acknowledge the receipt of your IFPHK/CII Joint Membership Renewal Application Form for Year 2018.

Please note that we will begin processing your application. You will be promptly notified of the results once your application has been approved.

For your information, the processing time for this application will be around 6 to 8 weeks. During this period, IFPHK may contact you regarding supplementary information to ensure a smooth process.

If you have any concerns, issues or further queries regarding the IFPHK/CII joint membership renewal application, please contact us by email at [faiqinfo@ifphk.org](mailto:faiqinfo@ifphk.org).

Thank you for your continual support to IFPHK and CII.

\_\_\_\_\_  
Institute of Financial Planners of Hong Kong

\_\_\_\_\_  
Date