



香港學術及職業資歷評審局  
Hong Kong Council for Accreditation of  
Academic & Vocational Qualifications

## **SUMMARY ACCREDITATION REPORT**

**The Hong Kong Institute of Bankers**

**Learning Programme Accreditation**

**Professional Certificate for ECF on Retail Wealth  
Management (RWM)**

**Professional Diploma Programme for Certified Banker**

**Advanced Diploma Programme for Certified Banker**

**FEBRUARY 2018**

## 1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA772), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (hereafter Ordinance), was commissioned by The Hong Kong Institute of Bankers (the Operator) to conduct Learning Programme Accreditation with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in the Ordinance to determine whether the programmes of The Hong Kong Institute of Bankers (the Operator) meet the stated objectives and QF standards and can be offered as an accredited programmes
  - (i) Professional Certificate for ECF on Retail Wealth Management (RWM)
  - (ii) Professional Diploma Programme for Certified Banker; and
  - (iii) Advanced Diploma Programme for Certified Banker
- (b) To issue to the Operator accreditation report setting out the results of the determination in relation to (a) by HKCAAVQ.

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement. A site visit took place on 13-14 December 2017.

## 2. HKCAAVQ'S DETERMINATION

### **Learning Programme Accreditation — Professional Certificate for ECF on Retail Wealth Management (RWM)**

2.1 HKCAAVQ has determined that the Professional Certificate for ECF on Retail Wealth Management (RWM) meets the stated objectives and QF standard at Level 5, and can be offered as an accredited programme with a validity period from 15 February 2018 to 14 February 2022.

### 2.2 **Validity Period**

2.2.1 The validity period will commence on the date specified below.

2.2.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.10 by the specified deadline.

2.3 The determinations on the Learning Programme Accreditation are specified as follows:

<b>Name of Operator(s)</b>	The Hong Kong Institute of Bankers 香港銀行學會
<b>Name of Award Granting Body</b>	The Hong Kong Institute of Bankers 香港銀行學會
<b>Title of Learning Programme</b>	Professional Certificate for ECF on Retail Wealth Management (RWM)
<b>Title of Qualification(s) (Exit Award(s))</b>	Professional Certificate for ECF on Retail Wealth Management (RWM)
<b>Primary Area of Study and Training</b>	Business and Management
<b>Sub-area (Primary Area of Study and Training)</b>	Banking
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Banking
<b>Branch</b>	<ul style="list-style-type: none"> <li>• Asset Management</li> <li>• Corporate / Commercial Banking</li> <li>• Investment Banking</li> <li>• Private Banking</li> <li>• Retail Banking</li> <li>• Treasury</li> </ul>
<b>QF Level</b>	Level 5
<b>QF Credits</b>	140
<b>Mode(s) of Delivery and Programme Length</b>	Part-time 24 months (1400 notional learning hours, including 81-123 contact hours)
<b>Intermediate Exit Award(s)</b>	Not applicable
<b>Validity Period</b>	The validity period shall commence on 15 February 2018 and end on 14 February 2022.
<b>Number of Enrolment(s)</b>	20 enrolments per year
<b>Maximum Number of New Students</b>	Maximum of 3800 learners per year Maximum of 40 learners per class
<b>Specification of Competency Standards-based Programme</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Specification</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>of Generic (Foundation) Competencies-based Programme</b>	
<b>Vocational Qualification Pathway Programme</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	Not applicable
<b>Address of Teaching/ Training Venue(s)</b>	3/F Guangdong Investment Tower, 148 Connaught Road Central, Hong Kong 香港上環干諾道中 148 號粵海投資大廈 3 樓

**Learning Programme Accreditation — Professional Diploma Programme for Certified Banker**

2.4 HKCAAVQ has determined that the Professional Diploma Programme for Certified Banker meets the stated objectives and QF standard at Level 5, and can be offered as an accredited programme with a validity period from 15 February 2018 to 14 February 2022.

**2.5 Validity Period**

2.5.1 The validity period will commence on the date specified below.

2.5.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.10 by the specified deadline.

2.6 The determinations on the Learning Programme Accreditation are specified as follows:

<b>Name of Operator(s)</b>	The Hong Kong Institute of Bankers 香港銀行學會
<b>Name of Award Granting Body</b>	The Hong Kong Institute of Bankers 香港銀行學會
<b>Title of Learning Programme</b>	Professional Diploma Programme for Certified Banker 銀行專業會士專業文憑課程
<b>Title of Qualification(s) (Exit Award(s))</b>	Professional Diploma for Certified Banker 銀行專業會士專業文憑
<b>Primary Area of Study and Training</b>	Business and Management
<b>Sub-area (Primary Area of Study and Training)</b>	Banking

<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Banking
<b>Branch</b>	<ul style="list-style-type: none"> <li>• Asset Management</li> <li>• Corporate / Commercial Banking</li> <li>• Investment Banking</li> <li>• Private Banking</li> <li>• Retail Banking</li> <li>• Treasury</li> </ul>
<b>QF Level</b>	Level 5
<b>QF Credits</b>	60
<b>Mode(s) of Delivery and Programme Length</b>	Part-time 12 months (600 notional learning hours, including 36 contact hours)
<b>Intermediate Exit Award(s)</b>	Not applicable
<b>Validity Period</b>	The validity period shall commence on 15 February 2018 and end on 14 February 2022.
<b>Number of Enrolment(s)</b>	2 enrolments per year
<b>Maximum Number of New Students</b>	Maximum of 360 learners per year Maximum of 40 learners per class
<b>Specification of Competency Standards-based Programme</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	Not applicable
<b>Address of Teaching/ Training Venue(s)</b>	3/F Guangdong Investment Tower, 148 Connaught Road Central, Hong Kong 香港上環干諾道中 148 號粵海投資大廈 3 樓

**Learning Programme Accreditation — Advanced Diploma Programme for Certified Banker**

2.7 HKCAAVQ has determined that the Advanced Diploma Programme for Certified Banker meets the stated objectives and QF standard at Level 4, and can be offered as an accredited programme with a validity period from 15 February 2018 to 14 February 2022.

**2.8 Validity Period**

2.8.1 The validity period will commence on the date specified below.

2.8.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.10 by the specified deadline.

2.9 The determinations on the Learning Programme Accreditation are specified as follows:

<b>Name of Operator(s)</b>	The Hong Kong Institute of Bankers 香港銀行學會
<b>Name of Award Granting Body</b>	The Hong Kong Institute of Bankers 香港銀行學會
<b>Title of Learning Programme</b>	Advanced Diploma Programme for Certified Banker 銀行專業會士高等文憑課程
<b>Title of Qualification(s) (Exit Award(s))</b>	Advanced Diploma for Certified Banker 銀行專業會士高等文憑
<b>Primary Area of Study and Training</b>	Business and Management
<b>Sub-area (Primary Area of Study and Training)</b>	Banking
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Banking
<b>Branch</b>	<ul style="list-style-type: none"> <li>• Asset Management</li> <li>• Corporate / Commercial Banking</li> <li>• Investment Banking</li> <li>• Private Banking</li> <li>• Retail Banking</li> <li>• Treasury</li> </ul>
<b>QF Level</b>	Level 4

<b>QF Credits</b>	60
<b>Mode(s) of Delivery and Programme Length</b>	Part-time 18 Months (600 notional learning hours, including 50.5-63 contact hours)
<b>Intermediate Exit Award(s)</b>	Not applicable
<b>Validity Period</b>	The validity period shall commence on 15 February 2018 and end on 14 February 2022.
<b>Number of Enrolment(s)</b>	3 enrolments per year
<b>Maximum Number of New Students</b>	Maximum of 840 learners per year Maximum of 40 learners per class
<b>Specification of Competency Standards-based Programme</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	Not applicable
<b>Address of Teaching/ Training Venue(s)</b>	3/F Guangdong Investment Tower, 148 Connaught Road Central, Hong Kong 香港上環干諾道中 148 號粵海投資大廈 3 樓

2.10 **Condition(s) (including pre-conditions for obtaining the HKCAAVQ accreditation status as applied for within the validity period as specified in the above table; and requirements for maintenance of the accreditation status within the validity period)**

<b>Requirement(s)</b>	<b>Date of Fulfilment</b>
<p><u>All programmes</u></p> <p>1. The Operator is to review its current QA structure to ensure the different committees will effectively perform their roles related to develop, manage and monitor their programmes. The Operator is to submit the revised QA structure with the confirmed membership and the updated Terms of Reference of the committees responsible for programme development and management.</p>	31 December 2018

## 2.11 Recommendations

HKCAAVQ offers the following recommendation(s) for continuous improvement.

Recommendations
<p><u>All programmes</u></p> <ol style="list-style-type: none"><li>1. The Operator should review their admission policy and formulate guidelines at institutional level for setting the admission requirements for mature applicants of programmes of comparable QF levels.</li><li>2. The Operator should follow the appointment criteria of examiners and moderators closely to ensure the assessment review process would be carried out by examiners and moderators with appropriate experiences and qualifications.</li><li>3. The Operator should devise effective methods for monitoring the learning progress of their learners and provide them with more channels and opportunities to do discussion and sharing.</li></ol> <p><u>Professional Certificate for ECF on Retail Wealth Management (RWM)</u></p> <ol style="list-style-type: none"><li>4. The Operator should review the content to ensure consistency among all teaching and learning materials and to ensure the cohesiveness of the content covered in the programme. The Operator should also revise the title of some sections so that the titles can reflect the content precisely.</li></ol>

- 2.12 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. **For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.**

## 3. INTRODUCTION

- 3.1 The Hong Kong Institute of Bankers (the HKIB) was established in 1963 and became an independent organization in 1995 through the support of local banks and financial institutions. The HKIB aims to serve the local banking community and the region in the provision of education and training programmes to banking practitioners for continuous and professional development.



## 4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

### 4.1 Programme Objectives

#### Professional Certificate for ECF on Retail Wealth Management (RWM)

The programme has 2 main objectives:

##### (i) Technical Knowledge in Wealth Management

The programme is developed with the objective of providing learners with essential knowledge and skills in wealth management. Wealth management professionals play an important role of trusted advisors to help clients manage their wealth. Therefore, it is important that they are competent in designing appropriate investment / wealth management strategies and can help clients achieve their financial goals. As a result, learners should acquire understanding in:

- (1) investment products available for financial planning and the corresponding regulations
- (2) processes in assessing clients' needs
- (3) methods on selecting suitable products
- (4) strategies in assets allocation and asset management, etc.

##### (ii) Client Management Skills and Ethical Selling

Apart from the technical knowledge and skills, in order to deliver wealth management services to clients' satisfaction, a wealth management professional should be equipped with proficient communication and interpersonal skills for executing the financial planning process. In particular, the communication skills in assessing clients' genuine needs, relationship management skills in gaining the trusts of customers and presentation skills are the most crucial.

Furthermore, it is essential that wealth management professionals are acting in accordance with the relevant regulations and upholding a high level of professional standards in order to develop trusting relationships with clients.

#### Professional Diploma for Certified Banker

In response to the talent development needs of the industry, the Operator provides the Professional Diploma programme for Certified Banker. The modules aim to prepare learners to fulfil the professional competence requirement of the banking industry standard within the Enhanced Competency Framework (ECF).

There are two main objectives:

(i) Generalist Knowledge

The programme is developed with the objective of providing learners with generalist knowledge across different major areas of banking in order to help them be capable of discerning the intricacies between different operations. This is important for developing a comprehensive evaluation of impacts and risks on its own management regime and paves the way for taking up managerial positions in banks.

(ii) Evaluative Skills

In addition to the generalist knowledge, management of a bank also requires cognitive skills to evaluate and integrate information in the banking context. Hence, learners can apply the skills and knowledge acquired from other disciplines in banking to their own regime and prepare themselves for the 'Professional Diploma for Certified Banker' which they will acquire the skills of becoming a specialist in a particular discipline of banking. As a result, the Operator launched the Professional Diploma Programme for Certified Banker to offer a learning opportunity for banking practitioners to become a generalist.

Advanced Diploma for Certified Banker

This programme is developed with the objective to nurture banking professionals with essential knowledge for multi business functions in the banking business. Some of the modules aim to prepare learners to fulfil the core competences requirement of the banking industry standard within the Enhanced Competency Framework (ECF).

4.2 Programme Intended Learning Outcomes

Professional Certificate for ECF on Retail Wealth Management (RWM)

Upon completion of the Programme, learners should be able to:

- (1) Describe the legal and regulatory framework governing banking and financial services in Hong Kong and identify regulations applicable to financial planning
- (2) Acquire comprehensive knowledge in various banking services and practices and explain the special features of different investment products as well as fundamental principles in investments
- (3) Conduct financial planning in accordance with prescribed steps, such as client needs analysis, investment analysis and risk assessment, etc.
- (4) Evaluate the principle and features of different insurance products in order to customize the financial plan and retirement plan according to the needs of customers
- (5) Evaluate the taxation systems in Hong Kong for providing investment advice to customers
- (6) Evaluate different techniques and principles related to fund and asset management in order to develop suitable strategies
- (7) Construct financial plans based on analysis on the needs of customers

- (8) Employ appropriate communication skills to make presentation to customers based on analysis on preference and styles of customers

#### Professional Diploma for Certified Banker

Upon completion of the programme, learners should be able to:

- (1) Evaluate and integrate key theories / knowledge in a major discipline of banking in order to design strategies for achieving the business goals and objectives
- (2) Analyse information provided by the bank's customers, different banking units or other sources in order to assess and identify critical issues for successful implementation of the strategies (e.g. inherent risks, changes in the banking environment, and needs of different stakeholders, etc.)
- (3) Manage execution and exceptional issues during the implementation of the bank's strategies by developing a solution / management plan after appraising the situations, potential risks, the changing banking environment, etc.

#### Advanced Diploma for Certified Banker

Upon successful completion of this Programme, candidates should be able to:

- (1) Understand the financial system and market settings in order to identify skills and knowledge they should acquire to build their career in the banking industry
- (2) Explain and apply the wide range of generic knowledge and financial theories that are related to the banking settings in Hong Kong and the globe
- (3) Apply advanced skills and professional knowledge on accounting, finance, law and regulations to daily job
- (4) Identify the types of risks faced by financial institutions and manage the risks by selecting suitable tactics
- (5) Identify the relevant legal and ethical issues faced by financial institutions and recommend suitable course of actions to handle different issues by complying with the legal and regulatory requirements and industry practices

### 4.3 Programme Structure

#### Professional Certificate for ECF on Retail Wealth Management (RWM)

<b>Module Title</b>	<b>Unit of Competency</b>	<b>QF Credits</b>
ECF(RWM) – Regulatory Environment for Banking and Financial Planning (M1)	<ul style="list-style-type: none"><li>● 107295L4</li><li>● 107398L3 / 106670L3</li><li>● 107399L3</li><li>● 107520L4</li></ul>	20

Module Title	Unit of Competency	QF Credits
ECF (RWM) – Investment Planning (M2)	<ul style="list-style-type: none"> <li>● 107310L5</li> <li>● 107311L4</li> <li>● 107312L4</li> <li>● 107518L4</li> <li>● 107520L4</li> <li>● 107543L5</li> <li>● 106874L5</li> <li>● 106819L5</li> <li>● 106820L5</li> <li>● 106821L5</li> </ul>	20
ECF(RWM) – Essentials of Banking (M3)	<ul style="list-style-type: none"> <li>● 107295L4</li> <li>● 107310L5</li> <li>● 107398L3 / 106670L3</li> <li>● 107518L4</li> <li>● 107520L4</li> <li>● 107543L5</li> <li>● 106852L6</li> </ul>	20
ECF (RWM) – Insurance and Retirement Planning (M4)	<ul style="list-style-type: none"> <li>● 107310L5</li> <li>● 107518L4</li> <li>● 107519L4</li> <li>● 107520L4</li> </ul>	20
ECF (RWM) – Investment and Asset Management: Product Solutions (M5)	<ul style="list-style-type: none"> <li>● 107518L4</li> <li>● 107519L4</li> <li>● 107520L4</li> <li>● 106819L5</li> <li>● 106820L5</li> <li>● 106821L5</li> <li>● 106852L6</li> <li>● 106872L6</li> <li>● 106873L6</li> </ul>	20
ECF (RWM) – Investment and Asset Management: Alternatives and Wealth Solutions (M6)	<ul style="list-style-type: none"> <li>● 107518L4</li> <li>● 107519L4</li> <li>● 107520L4</li> <li>● 106611L5</li> <li>● 106822L5</li> <li>● 106823L5</li> <li>● 106824L5</li> <li>● 106874L5</li> <li>● 106884L5</li> <li>● 106852L6</li> </ul>	20

Module Title	Unit of Competency	QF Credits
	<ul style="list-style-type: none"> <li>● 106872L6</li> <li>● 106873L6</li> <li>● 106609L6</li> </ul>	
ECF (RWM) – Financial Planning and Wealth Management (M7)	<ul style="list-style-type: none"> <li>● 107295L4</li> <li>● 107310L5</li> <li>● 107311L4</li> <li>● 107312L4</li> <li>● 107398L3 / 106670L3</li> <li>● 107399L3</li> <li>● 107518L4</li> <li>● 107519L4</li> <li>● 107520L4</li> <li>● 107521L4</li> <li>● 107522L4</li> <li>● 107523L4</li> <li>● 107545L4</li> <li>● 107542L5</li> <li>● 107543L5</li> <li>● 107620L4</li> <li>● 106874L5</li> <li>● 106884L5</li> <li>● 106823L5</li> <li>● 106853L5</li> <li>● 106872L6</li> <li>● 106873L6</li> <li>● 106609L6</li> </ul>	20
<b>Total</b>		<b>140</b>

Professional Diploma for Certified Banker

Module Title	Type	Unit of Competency	QF Credits
Business and People Management	Elective	<ul style="list-style-type: none"> <li>● 107610L5 / BCOGOM501A</li> <li>● 107552L5 / 106837L5 / BCBDBG502A</li> <li>● 107553L5 / 106838L5 / BCBDBG503A</li> <li>● 107554L5 / 106839L5 / BCBDBG504A</li> <li>● 107604L5</li> </ul>	30

Module Title	Type	Unit of Competency	QF Credits
		<ul style="list-style-type: none"> <li>● 107601L5 / BCOGOT501A</li> <li>● 107602L5 / BCOGOT503A</li> </ul>	
Corporate Finance Services	Elective	<ul style="list-style-type: none"> <li>● BCSDGL501A</li> <li>● BCSDLC501A</li> <li>● BCCMCO501A</li> <li>● BCCMCO502A</li> <li>● BCCMCO503A</li> <li>● BCCMCO504A</li> </ul>	30
Finance of International Trade	Elective	<ul style="list-style-type: none"> <li>● BCSDTF501A</li> <li>● BCSDTF502A</li> <li>● BCSDTF503A</li> </ul>	30
Technology Management and Innovation in Banking	Elective	<ul style="list-style-type: none"> <li>● 107439L4</li> <li>● 107422L5</li> <li>● 107424L5</li> <li>● 107430L5</li> <li>● 107437L5</li> <li>● 107440L5</li> <li>● 107441L5</li> <li>● 107442L5</li> <li>● 107443L5</li> <li>● 107447L5</li> <li>● 107593L5</li> </ul>	30
Financial Planning	Elective	<ul style="list-style-type: none"> <li>● 107295L4</li> <li>● 107519L4</li> <li>● 107520L4</li> <li>● 107542L5</li> <li>● 107310L5</li> <li>● 107518L4</li> <li>● 106819L5</li> <li>● 106820L5</li> <li>● 106821L5</li> <li>● 106822L5</li> <li>● 106872L6</li> </ul>	30
<b>Total of 2 elective modules</b>			60

Advanced Diploma for Certified Banker

Module Title	Type	Unit of Competency	QF Credits
Fundamentals of Banking	Core	<ul style="list-style-type: none"> <li>● 107398L3 / BCCOCM301A / 106670L3</li> <li>● 106629L4</li> <li>● 107409L4</li> <li>● 107622L4</li> </ul>	10
Professional Ethics and Compliance	Core	<ul style="list-style-type: none"> <li>● 107398L3 / BCCOCM301A / 106670L3</li> <li>● 107399L3 / 106863L3</li> <li>● 107395L4</li> <li>● 107528L4</li> <li>● 107587L4</li> </ul>	10
Introduction to Banking Law	Elective	<ul style="list-style-type: none"> <li>● 107398L3 / BCCOCM301A / 106670L3</li> <li>● 107295L4</li> <li>● 107296L4</li> <li>● 107396L4</li> <li>● 107547L4</li> </ul>	10
Fundamentals of Accounting	Elective	<ul style="list-style-type: none"> <li>● 107398L3 / BCCOCM301A / 106670L3</li> <li>● 107579L3 / BCBDBF301A / 106747L3</li> <li>● 107578L4</li> <li>● 107574L5</li> </ul>	10
Risk Management	Elective	<ul style="list-style-type: none"> <li>● 107398L3 / BCCOCM301A / 106670L3</li> <li>● 107404L6 / BCRMRC301A / 106700L3</li> <li>● 106721L4</li> <li>● 107409L4</li> <li>● 107408L4</li> </ul>	10
Fundamentals of Treasury Markets	Elective	NA	10
ECF on Anti-Money Laundering and Counter-Financing of Terrorism (Core Level)	Elective	<ul style="list-style-type: none"> <li>● BRCRCC301A / BPCOCM301A / BCCOCM301A</li> <li>● BPCOCE403A / BCCOAL401A</li> <li>● BCRMRC301A</li> <li>● 106877L5</li> </ul>	20

Module Title	Type	Unit of Competency	QF Credits
		<ul style="list-style-type: none"><li>• BPCOCM401A / BCCOCM401A</li><li>• BPCOCE402A / BCCOAL402A</li></ul>	
<b>Total of 20 credits from core and 40 credits from elective modules</b>			60

#### 4.4 Graduation Requirements

##### Professional Certificate for ECF on Retail Wealth Management (RWM)

Learners are required to obtain 70% of the total marks in all 7 modules (140 credits) to fulfil the graduation requirement.

##### Professional Diploma for Certified Banker

Learners are required to obtain 60% of the total marks in any 2 modules (60 credits) to fulfil the graduation requirement.

##### Advanced Diploma for Certified Banker

Learners are required to obtain 70% of the total marks in both Core modules (20 credits) and Elective modules (40 credits) to fulfil the graduation requirement.

#### 4.5 Admission Requirements

##### Professional Certificate for ECF on Retail Wealth Management (RWM)

- A recognized Associate Degree or equivalent; OR
- Mature applicants with at least 2 years of banking and finance work experience.

##### Professional Diploma for Certified Banker

- The Advanced Diploma for Certified Banker offered by HKIB; OR
- A Bachelor's Degree in a banking and finance related discipline awarded by a recognised university plus 1 year of banking and finance work experience; OR
- A relevant professional qualifications plus 1 year of banking and finance work experience; OR
- Mature applicants with at least 10 years of banking and finance work experience.



Completion of the module *Professional Ethics and Compliance* in Advanced Diploma for Certified Banker or module(s) of the same nature in other qualifications offered by HKIB is a prerequisite for this programme.

#### Advanced Diploma for Certified Banker

- A Bachelor's Degree in any discipline awarded by a recognised university or equivalent; OR
- An Associate Degree (AD) / Higher Diploma (HD) in banking and finance discipline or equivalent; OR
- Mature student with either
  - At least 5 years of banking and finance work experience; OR
  - 2 years of banking and finance experience with a recommendation from the employer.

Full time students of the stated AD / HD or Degree programmes can apply for the programme and the operator will consider their application individually.

## **5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT**

### **5.1 Variation and withdrawal of this Accreditation Report**

- 5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.
- 5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.
- 5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.

- 5.1.4 The accreditation status of the Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

## 5.2 Appeals

- 5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.
- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.
- 5.2.4 Please refer to Cap 592A (<http://www.legislation.gov.hk>) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at: <http://www.hkqf.gov.hk>.

## 5.3 Qualifications Register

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register ("QR") at <http://www.hkqr.gov.hk> for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the QF.

