

## CPWPA Online Platform

# CPWP Associate Certification Application User Guide for Applicant

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# 1. New Application Process

## Registration

- “Register” as new applicant via CPWP Associate Online Platform ([www.pwma-cpwponline.com](http://www.pwma-cpwponline.com))



Welcome to CPWP and CPWP Associate Online Platform

CPWP Online Platform ▶

CPWP Associate Online Platform ▶

## 2. New Application Process

### Requirements for CPWPA certification

- Read the "Requirements for CPWP Associate" carefully before applying for CPWP Associate

The screenshot displays a web application interface for the Private Wealth Management Association (PWMA). A modal window titled "Requirements for CPWP Associate certification:" is open, providing the following information:

The below conditions must be met before applying for CPWP Associate certification:

1. Must be currently employed by a member institution AND involved with the Private Wealth Management business; and
2. Passed all examination papers for both Module 1 and Module 2. The result of each examination paper is valid for 5 years (counting from the date of the examination) for the purpose of applying for CPWPA certification.

An individual who has met the above is eligible to apply for CPWP Associate certification, but such application should be received by PWMA not later than 3 months from the end of the validity period of the examination result.

The background of the application shows a "Member Firm list" dropdown menu and "Back" and "Next" navigation buttons.

### 3. New Application Process

#### Registration (Cont'd)

- “Register” as new applicant at the CPWP Associate User Login page by clicking [Register]

PWMA Private Wealth Management Association

CPWPFA  
Certified Private Wealth Professional Associate  
註冊私人財富管理師

### CPWP Associate User Login

Email Address

Password

Verification code **8 R 3 7** Refresh

Remember Me

Submit

[Forgot Password?](#) [Back](#)

Do not have an existing applicant login with us?  
[Register](#) is a new applicant now.

## 4. New Application Process

### Registration (Cont'd)

- Applicant chooses your Current Employer from the Member Firm list

The screenshot shows a registration form titled "Register as New Applicant". At the top left, there are logos for PWMA (Private Wealth Management Association) and CRWPA (Certified Private Wealth Professional Associate / 註冊私人財富副管理師). The form itself is a white box on a teal background. It contains the text "Your Current Employer is:" followed by a dropdown menu currently displaying "Member Firm list". Below the dropdown are two teal buttons: "Back" with a left arrow and "Next" with a right arrow.

## 5. New Application Process

### Registration (Cont'd)

- Applicant selects a Member Firm from the pulldown menu

The screenshot shows a web form titled "Register as New Applicant". At the top left, there are logos for PWMA (Private Wealth Management Association) and CPWPA (Certified Private Wealth Professional Associate). Below the logos, the form has a section labeled "Your Current Employer is:" followed by a dropdown menu. The dropdown menu is open, displaying a list of member firms. The list includes various international banks and financial institutions, such as Bank J. Safra Sarasin Ltd., Bank of China (Hong Kong) Limited, Citigroup, Deutsche Bank, and Goldman Sachs. The list is scrollable and contains 40 entries.

**Register as New Applicant**

Your Current Employer is:

Member Firm list

- Member Firm list
- Bank J. Safra Sarasin Ltd.
- Bank Julius Baer & Co. AG
- Bank of China (Hong Kong) Limited
- Bank of China International Limited
- Bank of Communications (Hong Kong) Limited
- Bank of Singapore Limited
- BNP Paribas Hong Kong branch
- CA Indosuez (Switzerland) SA, Hong Kong Branch
- China CITIC Bank International Limited
- China Minsheng Banking Corp., Ltd. Hong Kong Branch
- Chong Hing Bank Limited
- Citibank, N.A.
- Citigold Private Client, Citibank (Hong Kong) Limited
- CMS Wing Lung Bank Limited
- Credit Suisse AG, Hong Kong Branch
- CTBC Bank Co., Ltd.
- Dah Sing Bank, Limited
- DBS Bank (Hong Kong) Limited
- Deutsche Bank AG, Hong Kong Branch
- Dah Sing Bank, Limited
- DBS Bank (Hong Kong) Limited
- Deutsche Bank AG, Hong Kong Branch
- East West Bank, Hong Kong Branch
- EFG Bank AG
- Goldman Sachs (Asia) L.L.C.
- Hang Seng Bank Limited
- Industrial and Commercial Bank of China (Asia) Limited
- JP Morgan Chase Bank, National Association
- LGT Bank AG, Hong Kong Branch
- Member firm test 1
- Member Firm Test 2
- Morgan Stanley Bank Asia Limited
- Nomura International (Hong Kong) Limited
- OCBC Wing Hang Bank Limited
- Pictet & Cie (Europe) S.A.
- Royal Bank of Canada, Hong Kong Branch
- Shanghai Pudong Development Bank Co., Ltd., Hong Kong Branch
- Standard Chartered Bank (Hong Kong) Limited
- The Bank of East Asia, Limited

## 6. New Application Process

### Registration (Cont'd)

- Applicant fill out the required personal information under [Personal Particulars]



Private Wealth  
Management  
Association



Certified Private Wealth Professional Associate  
註冊私人財富副管理師

### Register as New Applicant >

1 Personal Particulars

2 Identity Information

3 Employment Information

■ Personal Particulars

Title \*:  Dr  Mr.  Mrs.  Ms

Family Name \*:   
(Remark: The name should match your HKID/passport record.)

Given Name \*:   
(Remark: The name should match your HKID/passport record.)

Date of Birth \*:

Work Email \*:

Personal Email :

Contact No. \*:  Office \*  Mobile \*  Home(Optional)

Correspondence Address \*:

Next ➔

## 7. New Application Process

### Registration (Cont'd)

- Applicant completes [Identity Information]

The screenshot displays the registration interface for the Certified Private Wealth Professional Associate (CPWPA). At the top, the PWMA logo and the CPWPA logo are visible. The main heading is "Register as New Applicant". Below this, a progress bar shows three steps: "1 Personal Particulars", "2 Identity Information" (which is currently active and highlighted in green), and "3 Employment Information". Under the "Identity Information" section, there are two input fields: "First 4 digits of HKID Card Number \*:" and "First 4 digits of Passport Number: (If no HKID Card)". At the bottom right, there are two buttons: "← Previous" and "Next →".

## 8. New Application Process

### Registration (Cont'd)

- Applicant selects a Functional Title from the pulldown menu under [Employment Information] and check all boxes to confirm the declaration statements before clicking “Submit”

The screenshot displays the PWMA registration interface. At the top, the PWMA logo and the Certified Private Wealth Professional Associate (CPWPA) logo are visible. The main heading is "Register as New Applicant". The form is divided into three steps: 1. Personal Particulars, 2. Identity Information, and 3. Employment Information. The current step is Employment Information, which includes fields for Company Name (UAT MEMBER FIRM), Business Unit \*, and Functional Title (Please Select). Below these fields are three checkboxes for confirmation statements, and "Previous" and "Submit" buttons at the bottom.

**PWMA** Private Wealth Management Association

**CPWPA**  
Certified Private Wealth Professional Associate  
註冊私人財富管理師

### Register as New Applicant

1 Personal Particulars    2 Identity Information    3 Employment Information

#### Employment Information

Company Name: UAT MEMBER FIRM

Business Unit \*:

Functional Title: Please Select

I confirm that all information provided above is true and correct.

I understand that all the information provided above and for My Application will be accessible by my company and my future PWMA-member-firm employer.

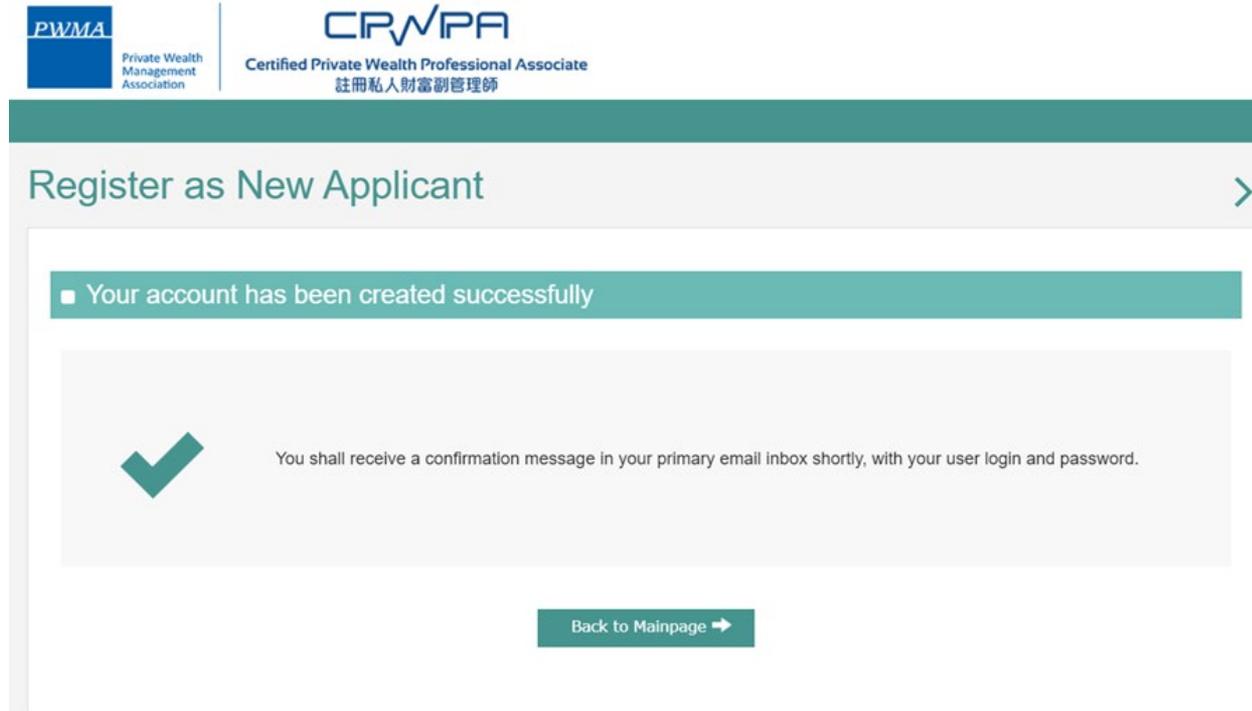
By creating an account with PWMA, you agree to abide by the PWMA [Privacy Policy](#) and website [Terms and Conditions](#).

← Previous    Submit →

## 9. New Application Process

### Registration (Cont'd)

- Applicant receives “Your account has been created successfully” prompt



## 10. New Application Registration

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### Registration (Cont'd)

- Applicant receives an email of “Welcome to Certified Private Wealth Professional (CPWP) Associate Account Registration

Dear Applicant,

Thank you for registering to the CPWP Associate Online Application Platform.

Your account has been created successfully.

You can now login to your account to access the online application form via <https://www.pwma-cpwponline.com> with the following username and password:

Username : [Applicant@MemberFirm.com.hk](mailto:Applicant@MemberFirm.com.hk)

Password : XXXXXX

Yours sincerely,  
Private Wealth Management Association Limited

Please do not reply to this e-mail. For questions, please email to [ECFonline@pwma.org.hk](mailto:ECFonline@pwma.org.hk)

## 11. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Applicant log-in to [CPWP User Login] page by clicking <https://www.pwma-cpwponline.com> and select CPWP Associate Online Platform



## 12. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Login to CPWP Associate User Login page

PWMA Private Wealth Management Association

CPWP  
Certified Private Wealth Professional  
註冊私人財富管理師

### CPWP Associate User Login

✉ Email Address

🔒 Password

📄 Verification code **99MS** Refresh

Remember Me

Submit

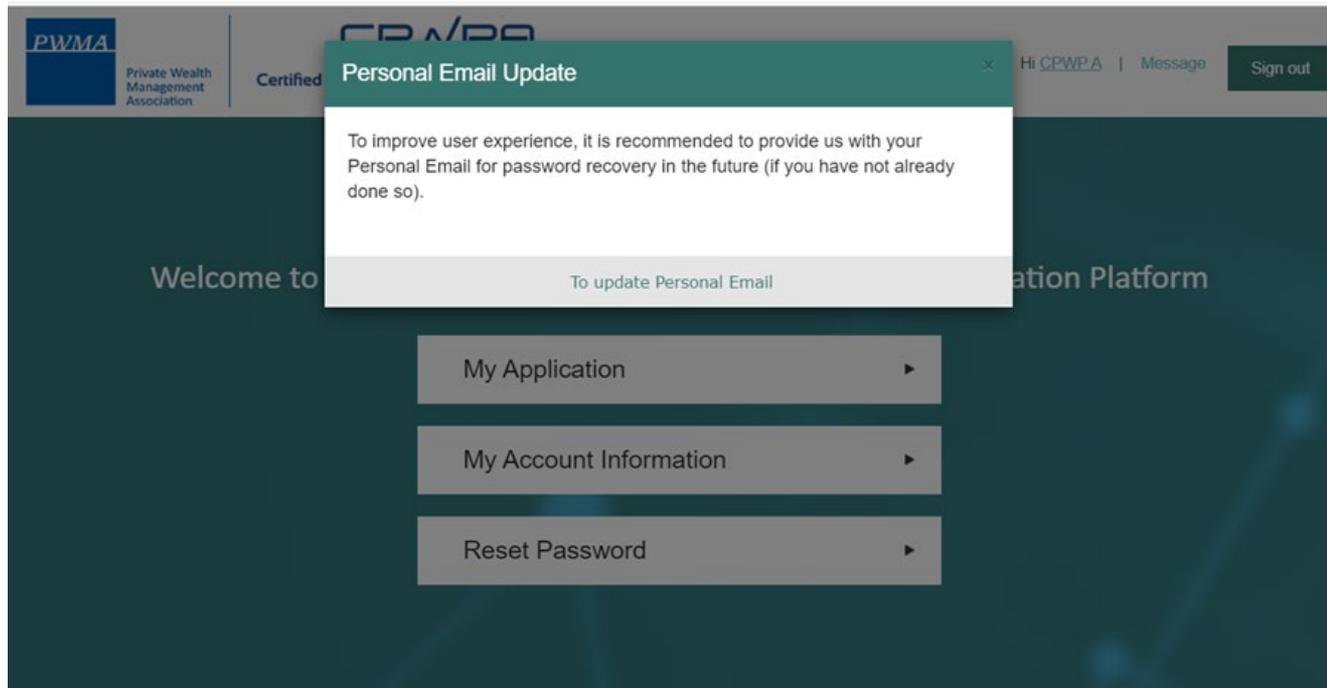
[Forgot Password? Back](#)

Do not have an existing applicant login with us?  
[Register as a new applicant now.](#)

## 13. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- If Applicant has already input personal email address, applicant clicks [X] to close [To update Personal Email] prompt
- If Applicant has **NOT** input personal email address, applicant updates personal email address by clicking [To update Personal Email]



## 14. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Click [My Application] to [Apply for CPWP Associate]

PWMA Private Wealth Management Association

CPWPA  
Certified Private Wealth Professional Associate  
註冊私人財富副管理師

Hi CPWPA | Message Sign out

Welcome to CPWP Associate Certification and Renewal Application Platform

My Application ▶

My Account Information ▶

Reset Password ▶

## 15. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Click [Apply for CPWP Associate] button

The screenshot displays the CPWPA Online Platform interface. At the top left is the PWMA logo (Private Wealth Management Association). In the center is the CPWPA logo (Certified Private Wealth Professional Associate / 註冊私人財富副管理師). On the right, a welcome message reads: "Welcome CPWPA to CPWP Associate Online Platform." Below the logos is a navigation bar with links: Home, My Application, My Account, Reset Password, Message, and Sign out. The main content area is titled "My Application" and contains a table with the following columns: Application No, Applicant Name, Date of Submission to PWMA, Application Status, and Action. The table is currently empty, with the text "No records" displayed in red. Below the table, a green button labeled "Apply for CPWP Associate" is highlighted with a red rectangular border.

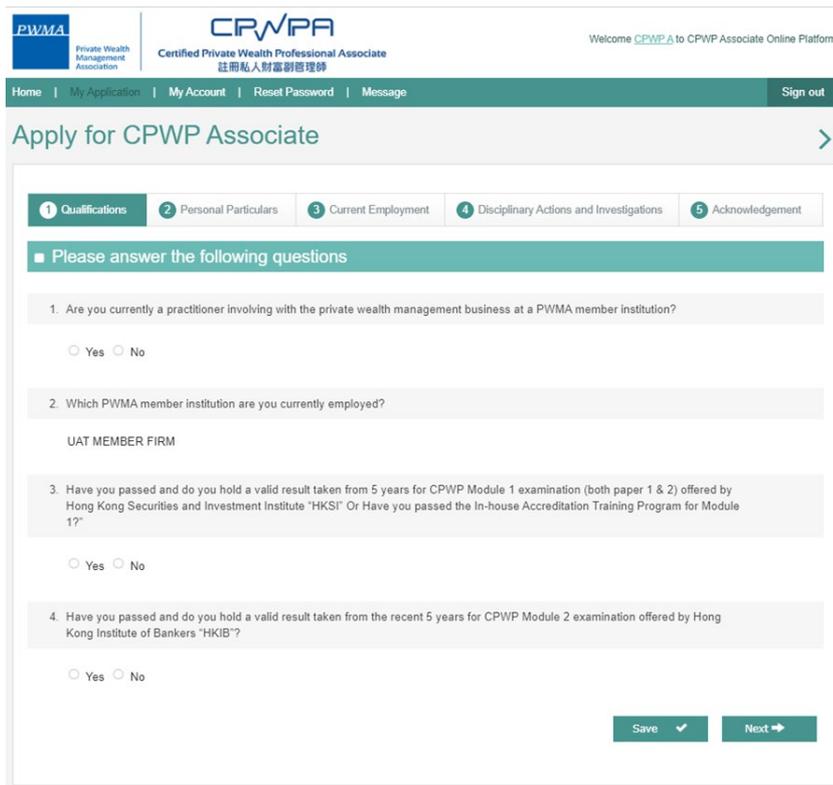
| Application No | Applicant Name | Date of Submission to PWMA | Application Status | Action |
|----------------|----------------|----------------------------|--------------------|--------|
| No records     |                |                            |                    |        |

[Apply for CPWP Associate](#)

## 16. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Fill-in all required information 1) Qualifications, 2) Personal Particulars, 3) Employment History, 4) Disciplinary Actions and Investigations, 5) Acknowledgement before clicking [submit] for Employer's verification
- Upload Module 1 and Module 2 official examination results to question 3 & 4



The screenshot shows the 'Apply for CPWP Associate' online platform. The header includes the PWMA logo, CPWPA logo (Certified Private Wealth Professional Associate), and a welcome message. The navigation bar contains links for Home, My Application, My Account, Reset Password, Message, and Sign out. The main content area displays a progress bar with five steps: 1. Qualifications, 2. Personal Particulars, 3. Current Employment, 4. Disciplinary Actions and Investigations, and 5. Acknowledgement. The current step is 'Please answer the following questions', which includes four questions with radio button options for 'Yes' and 'No'. The questions are: 1. Are you currently a practitioner involving with the private wealth management business at a PWMA member institution? 2. Which PWMA member institution are you currently employed? (with 'UAT MEMBER FIRM' entered). 3. Have you passed and do you hold a valid result taken from 5 years for CPWP Module 1 examination (both paper 1 & 2) offered by Hong Kong Securities and Investment Institute 'HKSI' Or Have you passed the In-house Accreditation Training Program for Module 1? 4. Have you passed and do you hold a valid result taken from the recent 5 years for CPWP Module 2 examination offered by Hong Kong Institute of Bankers 'HKIB'? At the bottom right, there are 'Save' and 'Next' buttons.

## 17. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Applicant can click [save] button to complete the application later

Private Wealth Management Association  
 Certified Private Wealth Professional Associate  
 註冊私人財富管理師

Welcome CPWPA to CPWP Associate Online Platform.

[Home](#) | [My Application](#) | [My Account](#) | [Reset Password](#) | [Message](#) [Sign out](#)

### Apply for CPWP Associate

1 Qualifications 2 Personal Particulars 3 Current Employment 4 Disciplinary Actions and Investigations 5 Acknowledgement

Please answer the following questions

1. Are you currently a practitioner involving with the private wealth management business at a PWMA member institution?

Yes  No

2. Which PWMA member institution are you currently employed?

UAT MEMBER FIRM

3. Have you passed and do you hold a valid result taken from 5 years for CPWP Module 1 examination (both paper 1 & 2) offered by Hong Kong Securities and Investment Institute "HKSI" Or Have you passed the In-house Accreditation Training Program for Module 1?

Yes  No

If you have answered "Yes" to this question, please upload official examination results or relevant document(s):

Upload Files

(File format: jpg/JPG/jpeg/png/doc/docx/pdf/xls/xlsx)

- [Module 1 - 2 Examination Results\\_1624433095.docx](#) (Uploaded date: 2021-06-23) ✕

4. Have you passed and do you hold a valid result taken from the recent 5 years for CPWP Module 2 examination offered by Hong Kong Institute of Bankers "HKIB"?

Yes  No

If you have answered "Yes" to this question, please upload official examination results or relevant document(s):

Upload Files

(File format: jpg/JPG/jpeg/png/doc/docx/pdf/xls/xlsx)

- [Module 1 - 2 Examination Results\\_1624433105.docx](#) (Uploaded date: 2021-06-23) ✕

Save ✓ Next ➔

## 18. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Fill-in the start date under [Employment Period] and leave end date blank
- Confirm current role is a [Private Wealth Management Experience]

 Private Wealth Management Association
  Certified Private Wealth Professional Associate  
註冊私人財富副管理師
 Welcome [CPWPA](#) to CPWP Associate Online Platform.

[Home](#) | [My Application](#) | [My Account](#) | [Reset Password](#) | [Message](#) [Sign out](#)

### Apply for CPWP Associate

1 Qualifications 2 Personal Particulars 3 Current Employment 4 Disciplinary Actions and Investigations 5 Acknowledgement

**Current Employment Details:**

Current Experience

| Employer        | Business Unit | Functional Title | Employment Period MM/DD/YY | Number of Years and Months in the Position/Title |
|-----------------|---------------|------------------|----------------------------|--|
| UAT MEMBER FIRM | PWM           | Client Service I | 06/01/2020 -               | 1 year(s)  |

Is this a Private Wealth Management Experience?

Yes  No

Save ✓ ← Previous Next →

## 19. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Select the appropriate answers under Disciplinary Action and Investigation

The screenshot shows the 'Apply for CPWP Associate' online platform. The header includes the PWMA logo, the CPWPA logo (Certified Private Wealth Professional Associate), and a welcome message. The navigation bar contains links for Home, My Application, My Account, Reset Password, Message, and Sign out. The main content area is titled 'Apply for CPWP Associate' and features a progress bar with five steps: 1. Qualifications, 2. Personal Particulars, 3. Current Employment, 4. Disciplinary Actions and Investigations (currently selected), and 5. Acknowledgement. Below the progress bar, the section is titled 'Disciplinary Actions and Investigations, Financial Status and Character'. A note states 'Required to answer by selecting Yes or No:'. There are five questions, each with radio button options for 'Yes' and 'No':

1. Have you ever been reprimanded, censured, disciplined by any professional or regulatory authority?  
 Yes  No
2. Have you ever had a record of non-compliance with various non-statutory codes, or been censured, disciplined or disqualified by any professional or regulatory body in relation to your profession?  
 Yes  No
3. Have you ever been investigated about offences involving fraud or dishonesty or adjudged by court to be criminally or civilly liable for fraud, dishonesty or misfeasance?  
 Yes  No
4. Have you ever been refused or restricted from the right to carry on any profession for which a specific license, registration or other authorization is required by law?  
 Yes  No
5. Have you ever been adjudged bankrupt, or served with a bankruptcy petition?  
 Yes  No

At the bottom of the form, there are three buttons: 'Save' with a dropdown arrow, 'Previous' with a left arrow, and 'Next' with a right arrow.

## 20. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Check the Acknowledgement and Declaration box before clicking [submit]

The screenshot shows the 'Apply for CPWP Associate' online platform. The page header includes the PWMA logo, the CPWPA logo (Certified Private Wealth Professional Associate), and a welcome message. A navigation bar contains links for Home, My Application, My Account, Reset Password, Message, and Sign out. The main content area is titled 'Apply for CPWP Associate' and features a progress indicator with five steps: 1. Qualifications, 2. Personal Particulars, 3. Current Employment, 4. Disciplinary Actions and Investigations, and 5. Acknowledgement. The 'Acknowledgement' step is currently active. Below the progress indicator is a section titled 'Acknowledgement and Declaration (Applicant)' containing a list of seven statements for the applicant to agree to. The final statement, 'Check this box to indicate that you have read, understood, and agreed to the above acknowledgement and declaration.', is highlighted with a red rectangular box. At the bottom of the form are three buttons: 'Save' with a checkmark, 'Previous' with a left arrow, and 'Submit' with a right arrow.

1 Qualifications 2 Personal Particulars 3 Current Employment 4 Disciplinary Actions and Investigations 5 Acknowledgement

**Acknowledgement and Declaration (Applicant)**

- I declare that all information I have provided in this form is true and correct.
- I understand that under any circumstances, the submitted application and paid application fee for each application are non-refundable and non-transferable.
- I authorize the PWMA to obtain, and the relevant authorities to release, any information about my qualifications and/or employment as required for my application.
- I acknowledge that PWMA has the right to withdraw my CPWP Associate designation if I do not meet the requirements.
- I confirm that I have read and understood the Personal Information Collection Statement set out in the website of PWMA at [www.pwma.org.hk](http://www.pwma.org.hk) and consent to the terms set out therein.
- I attach herewith copies of results of Module 1 and/or Module 2 in respect of Enhanced Competency Framework.
- I understand that all information I have provided in this application will be accessible by any authorized person by my employer.

Check this box to indicate that you have read, understood, and agreed to the above acknowledgement and declaration.

Save ✓ Previous Submit →

## 21. New Applicant [Apply for CPWP Associate] procedures

### Apply for CPWP Associate procedures

- Receive 'Your application has been submitted successfully' prompt

The screenshot displays the CPWP Associate Online Platform interface. At the top left is the PWMA logo (Private Wealth Management Association). In the center is the CPWPA logo (Certified Private Wealth Professional Associate / 註冊私人財富管理師). On the right, a welcome message reads: "Welcome CPWPA to CPWP Associate Online Platform." Below the logos is a navigation bar with links: Home | My Application | My Account | Reset Password | Message, and a Sign out button. The main heading is "Apply for CPWP Associate" with a right-pointing arrow. A prominent teal banner contains the message: "Your application has been submitted successfully". Below this, a light gray box contains the following text: "Thank you for using our on-line CPWP associate certification application platform. Please note that your application form has been sent to your employer for verification. Once the employment information provided by you in this application is verified by your employer and a non-refundable and non-transferable application fee is received by PWMA, your application will be submitted to PWMA for processing." At the bottom center, there is a teal button labeled "Back to Mainpage" with a right-pointing arrow.

## 22. New Applicant tracks Application Status

### Apply for CPWP Associate procedures

- View [Application Status] under [My Application]

The screenshot displays the CPWP Associate Online Platform interface. At the top, there are logos for PWMA (Private Wealth Management Association) and CPWPA (Certified Private Wealth Professional Associate / 註冊私人財富副管理師). A welcome message reads: "Welcome CPWPA to CPWP Associate Online Platform." Below the logos is a navigation bar with links: Home, My Application, My Account, Reset Password, Message, and Sign out. The main content area is titled "My Application" and contains a table with the following data:

| Application No | Applicant Name | Date of Submission to PWMA | Application Status                   | Action |
|----------------|----------------|----------------------------|--------------------------------------|--------|
| A2021000058N   | CPWP A         |                            | Verification in Progress by Employer | View   |

## 23. New Applicant - if application fee is paid by Member Firm

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### Apply for CPWP Associate procedures

- Upon Member Firm's verification, applicant received a message if the Member Firm settled the payment for applicant

Dear Applicant

Your CPWP Associate Application (Associate Application No: A20210000XXN) has been submitted to PWMA for processing.

The application fee has been paid by your bank.

Yours sincerely,

Private Wealth Management Association Limited

## 24. New Applicant - if application fee is paid by Applicant

### Settles Payment by Credit Card or Bank Transfer or Cheque

- Upon Member Firm's verification, applicant receives an email notification to settle payment

Dear Applicant

Application (A20210000XXN) has been verified by the relevant department of your bank, please proceed to make payment for your CPWP associate application.

Application No : A20210000XXN

Please click the below link to pay now:

<https://www.pwma-cpwponline.com/associate/>

The invoice could be download here:

<https://www.pwma-cpwponline.com/test/>

Yours sincerely,

Private Wealth Management Association Limited

## 25. New Applicant settles Payment

### If Payment is settled by Applicant's Credit Card

- Click [Go to Pay] in [Action] under [My Application] to settle payment





Welcome [CPWPA](#) to CPWP Associate Online Platform.

[Home](#) | [My Application](#) | [My Account](#) | [Reset Password](#) | [Message](#) 1 | [Sign out](#)

### My Application >

| Application No | Applicant Name | Date of Submission to PWMA | Application Status           | Action  |
|----------------|----------------|----------------------------|------------------------------|---|
| A2021000058N   | CPWPA          |                            | Pending Payment by Applicant | <a href="#">View</a><br><a href="#">Go to Pay</a> |

Comment(s)

2021-06-23 21:51:58 Associate Application(A2021000058N) has been verified by UAT MEMBER FIRM . Please proceed to make payment in the "My Application".

## 26. New Applicant settles Payment

### If Payment is settled by Applicant's Credit Card

- Select Online Payment if pay by Credit Card

Home | My Application | My Account | Reset Password | Message **1** | Sign out

### Payment

| Application No | Name  | Employer        | Expire Date | Action | Price  |
|----------------|-------|-----------------|-------------|--------|--------|
| A2021000058N   | CPWPA | UAT MEMBER FIRM |             | Apply  | 500.00 |

Payment Method:

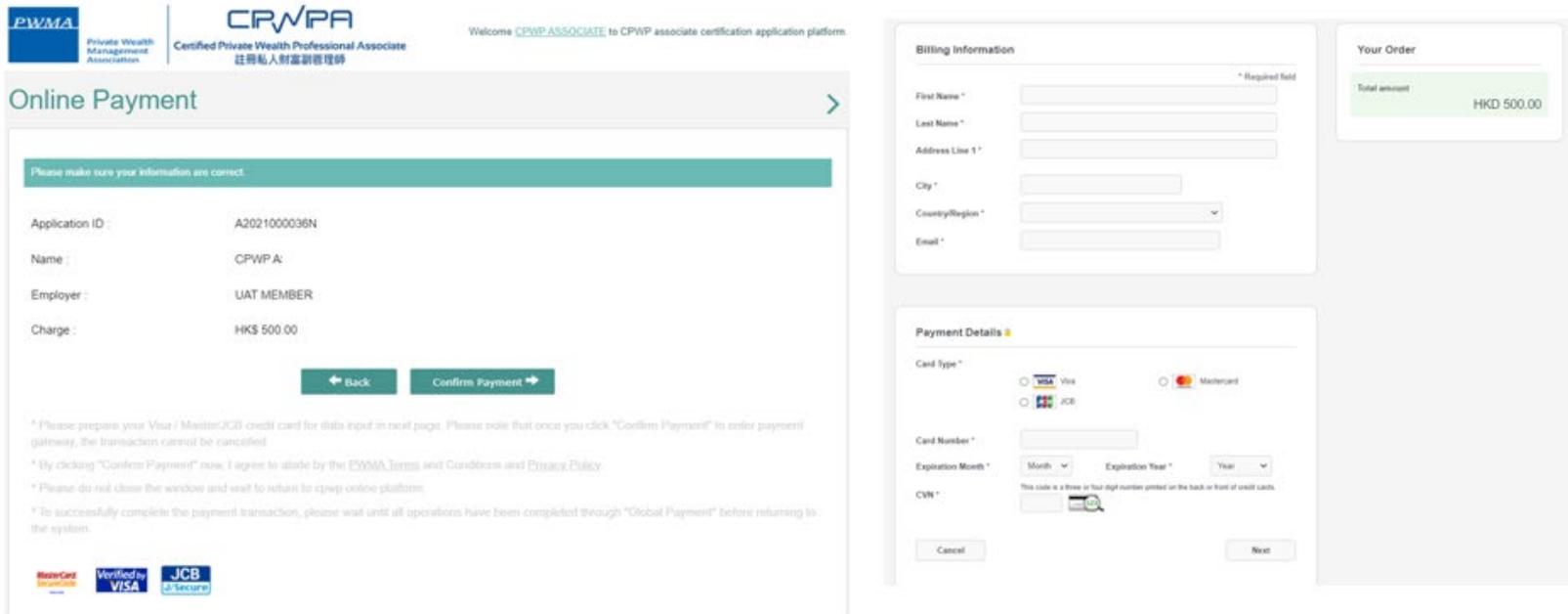
- Online Payment (Support Visa & Master)
- Cheque Payment/Bank Transfer

← Back | Submit →

## 27. New Applicant settles Payment

### If Payment is settled by Applicant's Credit Card

- Fill out Credit Card information before submitting the application to PWMA



The screenshot displays the 'Online Payment' page for a new applicant. The page is divided into several sections:

- Header:** PWMA Private Wealth Management Association and CPWPA Certified Private Wealth Professional Associate 註冊私人財富管理師. A welcome message for CPWP ASSOCIATE is also present.
- Application Details:**
  - Application ID: A2021000036N
  - Name: CPWPA
  - Employer: UAT MEMBER
  - Charge: HK\$ 500.00
- Payment Options:** Buttons for 'Back' and 'Confirm Payment'.
- Disclaimer:** A green bar at the top of the details section reads 'Please make sure your information are correct.' Below it, three asterisked notes provide instructions on card preparation, agreement to terms, and system behavior.
- Payment Details Form:**
  - Billing Information:** Fields for First Name, Last Name, Address Line 1, City, Country/Region, and Email.
  - Payment Details:** Radio buttons for Card Type (VISA, Mastercard, JCB). Fields for Card Number, Expiration Month (Month), Expiration Year (Year), and CVN.
- Your Order Summary:** A box on the right showing 'Total amount: HKD 500.00'.
- Logos:** Logos for MasterCard, Verified by VISA, and JCB are at the bottom left.

## 28. New Applicant settles Payment

### If Payment is settled by Cheque or Bank Transfer

- Select Cheque Payment/Bank Transfer and click [Upload Files] to upload Cheque copy or Bank receipt before [Submit]



Welcome [CPWP A](#) to CPWP Associate Online Platform.

[Home](#) | [My Application](#) | [My Account](#) | [Reset Password](#) | [Message](#) 1 | [Sign out](#)

### Payment >

| Application No | Name   | Employer        | Expire Date | Action | Price  |
|----------------|--------|-----------------|-------------|--------|--------|
| A2021000058N   | CPWP A | UAT MEMBER FIRM |             | Apply  | 500.00 |

Payment Method:

Online Payment (Support Visa & Master)
   
 Cheque Payment/Bank Transfer

Attach Cheque Payment/Bank Transfer Receipt or Payment Proof



( File format: jpg/JPG/jpeg/png/doc/docx/pdf/xls/xlsx )

Dummy\_Bank\_Slip\_1624456561.docx ( Uploaded date: 2021-06-23 ) ✕

## 29. New Applicant settles Payment

### If Payment is settled by Cheque Payment or Bank Transfer

- Click [ok] to submit CPWPA application

The screenshot shows the CPWPA application payment page. A modal dialog box titled "Payment and submission processing" is displayed in the center, asking "Are you sure to continue?" with "Cancel" and "OK" buttons. The background page shows the PWMA logo, navigation links, and a table of applications. Below the table, the "Payment Method" section has "Cheque Payment/Bank Transfer" selected. There is a text box for attaching receipts and an "Upload Files" section with a file named "Dummy Bank Slip\_1624456563.docx" uploaded on 2021-06-23. "Back" and "Submit" buttons are at the bottom.

| Application No | Name   | Employer        | Expire Date | Action | Price  |
|----------------|--------|-----------------|-------------|--------|--------|
| A2021000058N   | CPWP A | UAT MEMBER FIRM |             | Apply  | 500.00 |

Payment Method:

Online Payment (Support Visa & Master)

Cheque Payment/Bank Transfer

Attach Cheque Payment/Bank Transfer Receipt or Payment Proof

Upload Files

( File format: jpg/JPG/jpeg/png/doc/docx/pdf/xls/xlsx )

- [Dummy Bank Slip\\_1624456563.docx](#) ( Uploaded date: 2021-06-23 ) ✕

← Back      Submit →

## 30. New Applicant settles Payment

Applicant receives a “Your application has been submitted successfully’ prompt

The screenshot displays the CPWPA (Certified Private Wealth Professional Associate) online platform interface. At the top left, the PWMA logo is visible. The main header includes the CPWPA logo and the text "Certified Private Wealth Professional Associate" and "註冊私人財富副管理師". A welcome message reads "Welcome CPWPA to CPWP Associate Online Platform." The navigation bar contains links for "Home", "My Application", "My Account", "Reset Password", "Message" (with a red notification bubble containing the number 2), and "Sign out". The main content area is titled "Payment" and features a prominent green banner with the message "Your application has been submitted successfully". Below this, a large green checkmark is displayed next to the text: "Thank you for your payment! This CPWP Associate application has been submitted to PWMA for processing." At the bottom of the message box, there is a green button labeled "Back to Mainpage" with a right-pointing arrow.

## 31. Applicant receives CPWPA Certification result and download online CPWPA e-certificate

### After approval granted by Accreditation and Exemption Committee

- Receive email “Granting of Certified Private Wealth Professional (“CPWP”) Associate Certification (CPWP Associate Certification No. : A2021000010)

Dear CPWP A,

Granting of Certified Private Wealth Professional Associate (“CPWPA”) Certification

With respect to your application for CPWP Associate certification for the purpose of the Enhanced Competency Framework, we take pleasure to confirm that you have fulfilled the prerequisite requirements for certification. A CPWPA certification <https://www.pwma-cpwponline.com/test/associate/certification> is hereby granted to you with expiry date till 31 December 2022.

Please note that the said certification has to be renewed annually by taking not less than 10 hours of private wealth management (“PWM”)–related On-going Professional Training (“OPT”) in each calendar year, of which 5 hours may be the Continuous Professional Training required by the Securities and Futures Commission. Of the 10 OPT hours, at least 2 hours should be on PWM-related ethics and compliance.

For CPWPA certification renewal, you should submit to us the Online Application Form for CPWPA Certification Renewal (On-going Professional Training) within 1 month following the expiry of your certification.

We would like to remind you that you are to abide by the attached Private Wealth Management Association (“PWMA”) Code of Ethics and Conduct and certain conditions listed under Section 15 of the PWMA By-laws, failing which your certification status may be revoked.

Please note quote the CPWPA number for any future correspondence with us.

Yours sincerely,

Private Wealth Management Association Limited

## 32. Applicant receives CPWPA Certification result and download online CPWPA e-certificate

After approval granted by Accreditation and Exemption Committee

- View Certificate's expiry date in [My Certification]
- Go to [My Application] to view Application Status

The screenshot shows the user interface of the CPWPA Associate Certification and Renewal Application Platform. At the top left is the PWMA logo (Private Wealth Management Association). In the center is the CPWPA logo (Certified Private Wealth Professional Associate, 註冊私人財富副管理師). On the right, there is a user greeting "Hi CPWPA" with a "Message" link and a "Sign out" button. The main content area has a teal background with the text "Welcome to CPWP Associate Certification and Renewal Application Platform". Below this, there are four white buttons with right-pointing arrows: "My Application", "My Certification (Expire Date: 2022-12-31)", "My Account Information", and "Reset Password".

### 33. Applicant receives CPWPA Certification result and download online CPWPA e-certificate

After approval granted by Accreditation and Exemption Committee

- View [Approved] status under [My Application]



The screenshot shows the user interface of the CPWPA online platform. At the top left is the PWMA logo and the text 'Private Wealth Management Association'. In the center is the CPWPA logo and the text 'Certified Private Wealth Professional Associate' and '註冊私人財富副管理師'. On the right, it says 'Welcome CPWPA to CPWP Associate Online Platform.' Below this is a navigation bar with links: Home | My Application | My Certification | My Account | Reset Password | Message (with a red circle containing the number 3) | Apply for upgrading to. A 'Sign out' button is located on the right side of the navigation bar. Below the navigation bar, the page title is 'My Application' with a right-pointing arrow. The main content area contains a table with the following data:

| Application No | Applicant Name | Date of Submission to PWMA | Application Status | Action               |
|----------------|----------------|----------------------------|--------------------|----------------------|
| A2021000058N   | CPWP A         | 2021-06-23                 | Approved           | <a href="#">View</a> |

## 34. Applicant receives CPWPA Certification result and download online CPWPA e-certificate

After approval granted by Accreditation and Exemption Committee

- Go to [My Certification] and click [view] to print electronic certificate



 Private Wealth Management Association
 
  
 Certified Private Wealth Professional Associate
   
 註冊私人財富副管理師

Welcome [CPWPA](#) to CPWP Associate Online Platform.

[Home](#) | [My Application](#) | [My Certification](#) | [My Account](#) | [Reset Password](#) | [Message](#) 3 | [Apply for upgrading to](#)

[Sign out](#)

CPWP Certification

### My Certification >

| CPWPA No.   | Name   | Member Firm     | Certification Status | Effective Till | Action   |
|-------------|--------|-----------------|----------------------|----------------|--|
| A2021000010 | CPWP A | UAT MEMBER FIRM | Certified            | 2022-12-31     | <ul style="list-style-type: none"> <li>▶ View</li> <li>▶ Update Account Information</li> </ul> |

## 35. Applicant receives CPWPA Certification result and download online CPWPA e-certificate

- Online CPWP Associate electronic certificate is available

