

**PRINT LEGIBLY
OR TYPE**

This application will be considered only if all required information is supplied. Please complete sections 1-5.

1 PERSONAL INFORMATION	Member Number									
	Name	PREFIX	FIRST (GIVEN) NAME	MIDDLE NAME OR INITIAL	LAST NAME (SURNAME)	SUFFIX				

2 MAILING INFORMATION: *Some carriers will not deliver to Post Office Boxes. Also, in some countries using a business address as your preferred address may result in more efficient delivery.*

Preferred Mailing Address: * Business Home

BUSINESS NAME

BUSINESS STREET ADDRESS

SUITE/FLOOR

POST OFFICE BOX NUMBER

CITY

STATE/PROVINCE

COUNTRY

ZIP+4/POSTAL CODE

BUSINESS TELEPHONE

BUSINESS FAX

BUSINESS E-MAIL ADDRESS

COUNTRY CODE AREA/CITY CODE LOCAL NUMBER

COUNTRY CODE AREA/CITY CODE LOCAL NUMBER

JOB TITLE/DEPARTMENT

HOME STREET ADDRESS

APARTMENT NUMBER

POST OFFICE BOX NUMBER

CITY

STATE/PROVINCE

COUNTRY

ZIP+4/POSTAL CODE

HOME TELEPHONE

HOME FAX

HOME E-MAIL ADDRESS

COUNTRY CODE AREA/CITY CODE LOCAL NUMBER

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WORK EXPERIENCE GUIDELINES

48 months of acceptable professional work experience are required before the CFA charter can be awarded. This experience may be accrued while the candidate is in the CFA Program, after the candidate has passed all three levels of examinations, or from previous positions.

Acceptable Professional Work Experience as it relates to applicants seeking to become Regular Members, includes activities that consist to a majority extent of:

- (i) evaluating or applying financial, economic and/or statistical data as part of the investment decision-making process involving securities or similar investments, which includes, but is not limited to, publicly traded and privately placed stocks, bonds and mortgages and their derivatives; commodity-based derivatives and mutual funds; and other investment assets, such as real estate and commodities, if these other investment assets are held as part of a diversified, securities-oriented investment portfolio; or
- (ii) supervising, directly or indirectly, persons who practice such activities; or
- (iii) teaching such activities.

CFA CANDIDATES ARE REQUIRED TO SPEND 50 PERCENT OR MORE OF THEIR TIME IN THESE ACTIVITIES TO ACCRUE THE REQUIRED PROFESSIONAL WORK EXPERIENCE. Summer, part-time, and internship positions do not qualify.

The following job titles are provided as a guide only. Job titles alone cannot convey the true nature of the underlying job duties. Therefore, to assess professional work experience, evaluate the nature of your job activity, as described previously, rather than merely the job title.

1. Client Service Representative or Relationship Manager
2. Compliance Analyst/Officer
3. Investment Consultant
4. Corporate Chief Financial Officer
5. Corporate Finance Analyst
6. Investment Banking Analyst
7. Derivatives Analyst
8. Economist
9. Institutional Sales Professional/Business Development (Buy & Sell Side)
10. Investment Strategist
11. Portfolio Manager
12. Private Client Investment Advisor
13. Professor/Instructor
14. Quantitative Investment or Risk Analyst
15. Real Estate Investment Manager
16. Regulator/Supervisor of Investment Firm
17. Security/Investment Analyst
18. Securities Trader
19. Valuator of Closely Held Business
20. Venture Capital Analyst

CFA Institute USE ONLY:

Action P: Add ___ Drop ___ Rein ___ Ret ___ Upgrd ___ Society ___

NP: Add ___ Drop ___ Rein ___ Ret ___ Upgrd ___ C.Exp. ___ M.Exp. ___

Drop Reas: Can Dec Indy Resg Ret Trf Unpd Reason not approved: W.Exp NW Eth Ind

Approval: ___ New CFA Institute Type ___ Comments: ___

Level ___ Rec.: ___ Reg ___ Aff ___

Address Change ___

Update PCS ___

PMBR ___

Allocation ___

Other ___

RR USE: Check # ___ Amount ___ Method: ___



RETURN FORM TO CFA INSTITUTE

Applicant Name: _____

ID Number: _____

3 EDUCATION

Name of College/University attended: _____ Highest degree received: _____ **No degree**

Non-U.S. Applicants only: Is your degree equivalent to a U.S. Bachelor's degree or higher? **Yes** **No**

If student, expected graduation date:

MONTH		YEAR	

4 Carefully review the job descriptions provided in the CFA Institute Work Experience Guidelines (see #3). You must provide dates and title for each position and detailed narratives describing your duties as they relate to the investment decision-making process.

By signing below, I certify that the following responses to my work experience are true and correct.

Signature: _____ Date: _____

5 WORK HISTORY *Part-time, summer, and internship positions do not qualify.*

Current Employer: _____ **Main activity of business:** _____

Job Title: _____

Dates of Employment: **From**

MONTH		YEAR	

To

MONTH		YEAR	

Duties: _____

Prior Employer #1: _____ **Main activity of business:** _____

Job Title: _____

Dates of Employment: **From**

MONTH		YEAR	

To

MONTH		YEAR	

Duties: _____

Prior Employer #2: _____ **Main activity of business:** _____

Job Title: _____

Dates of Employment: **From**

MONTH		YEAR	

To

MONTH		YEAR	

Duties: _____

Prior Employer #3: _____ **Main activity of business:** _____

Job Title: _____

Dates of Employment: **From**

MONTH		YEAR	

To

MONTH		YEAR	

Duties: _____
