General Information
Certified Corporate Financial Planning & Analysis Professional® Credential

Sponsored by the Association for Financial Professionals® (AFP)

The Certified Corporate FP&A Professional (FP&A®) designation defines universal principles and standards of practice used in performing financial planning & analysis job functions. By earning the FP&A credential, you demonstrate your understanding of those complex processes, tools and best practices and are recognized as well-positioned to provide insight to strategic business decisions at organizations.

AFP®, a not-for-profit, individual membership association, sponsors the FP&A credential program on behalf of the global FP&A profession. The certification program was launched in 2013 and will continually evolve to reflect the changing responsibilities of today’s FP&A professionals. AFP is committed to ensuring that the FP&A credential maintains a distinctive high standard of excellence.

The Caviart Group provides technical assistance to AFP in test development and Pearson VUE administers the delivery of the computer-based FP&A examination through a network of more than 5,000 test centers across the globe.

The FP&A examination is developed following certification industry standards. The scope and content of the FP&A examination is based on the results of a job task analysis, as well as the work of several test development committees of volunteer FP&A subject matter experts.

The profile of an AFP Certified Corporate Financial Planning & Analysis Professional, as defined by the Job Task Analysis Committee is as follows:

A newly certified FP&A professional provides insights to the financial decision making process in an organization through analysis, financial projections (planning, budgeting and forecasting) and reporting. They may work as a member of a team of financial analysts but they are also able to work independently.

They understand the entire decision support process and are able to contribute to and be responsible for individual components of the process. They are able to perform these functions accurately and in an efficient manner and to identify, assess and adapt their processes to changes in the business environment.

FP&A professionals understand and abide by professional conduct standards.

FP&A certified professionals communicate with others in a wide range of positions internal and external to the organization to understand and gather qualitative and quantitative information on factors affecting the financial performance of the organization. They are also able to analyze data and relevant facts, consolidate and convey insight to support decision makers and other stakeholders.
Earning the Certified Corporate FP&A Professional Credential

To achieve the credential, you must do the following:

• Satisfy the entrance requirements
• Pay the enrollment fees.
• Pass both parts of the exam.
• Satisfy the education requirement
• Satisfy the work experience requirement.
• Agree to comply with the AFP Standards of Ethical Conduct

You must complete these program requirements within five years from enrollment into the program. If you are unable to complete the program requirements and earn their certification within five years of enrollment, you must pay new enrollment fees and retake both exam parts. If you pass one or both parts of the exam but do not complete all program requirements within five years of enrollment, the passed part(s) will expire.

The credential will not be awarded until all requirements have been met.

The AFP Certification Committee is the final judge of an individual’s qualifications to earn the credential. The Committee will consider applicant appeals with respect to exceptional circumstances. The Committee also reserves the right to verify an applicant’s eligibility through random audit.

Applicants who are deemed eligible to enroll in the examination will receive a confirmation email from AFP. Applicants deemed ineligible to enroll will receive an ineligibility notification and a refund of the examination fees only.

Program Entrance Requirements

Before you enroll in the FP&A credential program and register for your first exam, you must meet the entrance requirements:

• Have a bachelor’s or equivalent degree
• Or, be currently enrolled in an undergraduate program with a finance related major (finance accounting, economics or business) and be on track to graduate within two years
• Understand the professional conduct requirement (You will be asked to agree to comply with the AFP Standards of Ethical Conduct– see page 38 of this guide).
The Certified Corporate FP&A Professional Examination

The FP&A exam consists of two parts - Part I and Part II - that assess mastery of the critical skills, knowledge and abilities involved in financial planning & analysis. Both parts of the exam are offered in two testing windows a year: February–March and August–September.

Part I-Financial Acumen is a computer-based exam consisting of 110 multiple choice type questions and 15 task-based simulations. Part II-Financial Analysis is a computer-based exam consisting of 90 multiple choice type questions and 35 task-based simulations. Both parts contain unscored pretest questions, which do not affect the score and are used in certification examinations as an effective and legitimate way to test the validity of future scored examination questions. Pretest questions are placed randomly throughout the exam.

Part I and Part II of the exam can be taken separately or in any order. You may choose, based on test site availability, to take both parts on the same day or on different days in the same window.
Education and Experience Requirements

Candidates who meet the entrance requirements may enroll in the Certified Corporate FP&A Professional program and begin taking the exams before the Education and Experience Requirements have been fully satisfied, but will not be awarded the credential until all requirements have been met.

To determine your eligibility, please visit the following link: www.FPACert.org/FPAtool

<table>
<thead>
<tr>
<th>Eligibility Categories</th>
<th>Undergraduate Education</th>
<th>Graduate Education</th>
<th>Supplemental Education</th>
<th>Credential</th>
<th>Work Experience*</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Bachelor’s or global equivalent in accounting, finance, economics or business</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>3 years of FTE experience in an FP&amp;A position</td>
</tr>
<tr>
<td>B</td>
<td>Bachelor’s or global equivalent in any subject matter</td>
<td>Master’s degree or higher or global equivalent degree in a finance, accounting, economics or business related field</td>
<td>None</td>
<td>None</td>
<td>2 years of FTE experience in an FP&amp;A position</td>
</tr>
<tr>
<td>C</td>
<td>Bachelor’s or global equivalent in a non-finance subject</td>
<td>None</td>
<td>Three semester hours of college-level course work or equivalent in finance and six semester hours of college-level course work or equivalent in finance or managerial accounting</td>
<td>None</td>
<td>3 years of FTE experience in an FP&amp;A position</td>
</tr>
<tr>
<td>D</td>
<td>Bachelor’s or global equivalent in a non-finance subject</td>
<td>None</td>
<td>None</td>
<td>An approved accounting or finance credential (See list of credentials below)</td>
<td>3 years of FTE experience in an FP&amp;A position</td>
</tr>
</tbody>
</table>

*Two years of FTE college/university teaching experience in budgeting, forecasting, financial modeling, corporate financial planning, strategic planning or financial analysis can be substituted for each year of work experience.

Approved Accounting or Finance Credentials
(For Eligibility Category D)

- Certified General Accountant (CGA)
- Certified Government Financial Manager (CGFM)
- Certified Internal Auditor (CIA)
- Certified Management Accountant (CMA)
- Chartered Professional Accountant (CPA), Canada
- Certified Public Accountant (CPA)
- Certified Treasury Professional (CTP)
- Chartered Accountant (CA)
- Chartered Global Management Accountant (CGMA)
- Chartered Financial Analyst (CFA)
- Chartered Certified Accountant (ACCA)
- Institute of Chartered Accountants in England & Wales (ICAEW) Chartered Accountant (ACA)
- Professional Business Accountant (PBA) Canada

Full Time Equivalent (FTE) Experience

FTE experience is defined as those positions involving at least 35 hours of work per week. At least 50% of the individual’s time must be spent performing/managing or supervising those who perform/manage the following finance tasks:

- Budgeting
- Forecasting
- Financial modeling
- Corporate financial planning/strategic planning
- Financial analysis

Positions such as internships, vacation/holiday employment or volunteer positions do not provide the appropriate experience to qualify in meeting the full-time experience requirement.

All applicants must complete the Report of Experience and Education as part of the online application process or use the paper-based application located on pages 33–36 or online at www.FPACert.org/Forms. Relevant education and work experience should be outlined on this form.
“My career took off when I earned the FP&A certification—I moved into a controller and director of finance position. There’s no other certification like it.”

— Jake Bailey, III, FP&A
    VP and CFO
    Tana Exploration
Test Development

AFP facilitates the development of the Certified Corporate FP&A Professional exam following generally accepted best practices for credentialing agencies and The Standards for Educational and Psychological Testing. AFP employs professional testing experts to assist in all aspects of the exam development process to ensure psychometric soundness and legal defensibility of the program. The success of the credential is a function of active practitioner involvement. Practicing financial planning and analysis professionals are involved at every stage of the process.

Job Analysis

The job analysis process provides a systematic procedure of identifying and validating the performance domains of the financial planning and analysis professional and the knowledge and skills that are necessary to execute job responsibilities. Subject matter expert practitioners develop a list of job tasks and responsibilities, from which a survey is developed. The information derived from the analysis of the survey results provides the basis from which the examination specifications are developed. Demographically diverse survey respondents validate the job tasks and responsibilities and rank the importance of each.

Test Specifications

Using the job analysis results, a committee of volunteers with FP&A field experience facilitated by the Caviart Group, develop the specifications (number of exam question items per knowledge domain) for the FP&A examination. (see pages 12–13)

The Exam

Under the guidance of test development professionals, groups of subject matter expert practitioners write, edit and approve test questions. These questions, each of which are referenced to selected finance textbooks, are assembled into exam forms following the test specifications blueprint. Exam forms are validated to ensure they are fair and reliable and hold every candidate to the same standard. A list of references used can be found on the website: www.FPACert.org/Ref

“I’m a big advocate for the FP&A certification. It’s something that’s definitely needed in the industry. The certification is very applicable to what FP&A is right now and what it is going to be in the future.”

— James Morales, CFA, FP&A
FP&A Manager
US Gas & Electric
FP&A Test Specifications & Knowledge Domains

Content Areas (Knowledge, Skills and Abilities)

FP&A Exam Part I

Financial Acumen: Gathering, Interpreting, Understanding and Communicating Business and Financial Information

Knowledge Domain A
Gathering and Interpreting Information: 40% of Exam Part I

I.A.1 Knowledge of sources of historical information and historical financial data about an organization and its industry

I.A.2 Ability to understand corporate structure and functions (e.g., hierarchy, corporate groups, the value of the group to the organization, etc.)

I.A.3 Knowledge of sources of information about a company’s business environment, including sources of tax policies, economic indicators, business models, financial ratios, and industry metrics

I.A.4 Ability to read and interpret corporate annual reports

I.A.5 Ability to determine peer groups and competitors

I.A.6 Knowledge of basic macro-economic concepts used in financial planning (e.g., consumer price index, gross domestic product, exchange rates, interest rates, inflation rates, economic indicators, etc.)

I.A.7 Knowledge of implications of tax policies on projections

I.A.8 Knowledge of risk factors and risk management concepts (e.g., value at risk, hedging, insurance, interest rate risk, diversification, etc.)

I.A.9 Ability to define, incorporate, and report on financial and/or non-financial key performance/results indicators

I.A.10 Knowledge of strategic planning concepts and frameworks (e.g., SWOT [strength, weakness, opportunity, threat] analysis, Porter’s five forces model, growth share matrix, etc.)

I.A.11 Ability to determine information needs of and gather information from internal/external stakeholders and business partners (e.g., operations, sales, and marketing departments; senior management; customers; etc.)

I.A.12 Ability to create and maintain tools for information gathering (e.g., templates, surveys, etc.)

Knowledge Domain B
Understanding Financial Concepts and Communicating/Coordinating Work with Other Professionals: 60% of Exam Part I

I.B.1 Knowledge of finance principles and processes (e.g., financial management concepts, corporate finance activities, etc.)

I.B.2 Knowledge of general financial concepts and common financial formulas (e.g., time value, opportunity costs, debt structures and covenants, earnings per share, cost of capital, etc.)

I.B.3 Knowledge of financial accounting concepts, principles, and practices

I.B.4 Knowledge of the interactions/interrelationships of common financial statements

I.B.5 Knowledge of basic micro-economics (e.g., marginal costs, pricing, price elasticity of supply and demand, etc.)

I.B.6 Knowledge of managerial accounting/reporting and cost accounting concepts (e.g., costs throughout the production process, fixed and variable costs, cost allocation, contribution margins, etc.)

I.B.7 Knowledge of types of budgets/forecasts (e.g., zero-based budgets, annual budgets, rolling forecasts, etc.) and their application

I.B.8 Knowledge of the financial close process, including the resulting financial reporting activities, and the role of the FP&A function in the close/reporting process

I.B.9 Knowledge of general business terminology, practices, and processes (e.g., compensation structures, performance management, stock options, etc.)
I.B.10 Ability to define, coordinate, and communicate project/work flow elements (e.g., deadlines, deliverables, expectations, etc.)

I.B.11 Knowledge of effective communication and presentation techniques (e.g., building alliances with internal/external stakeholders and business partners, resolving communication issues, determining appropriate presentation techniques for various audiences, preparing reports, using charts/graphs, etc.)

FP&A Exam Part II
Financial Analysis: Building and Interpreting Financial Projections

Knowledge Domain A
Analyzing Information: 35% of Exam Part II

II.A.1 Ability to determine the applicability/acceptability of tools, processes, models, etc.

II.A.2 Ability to test and validate a model (e.g., cross-footing, consistency testing, reasonableness assessment, etc.)

II.A.3 Ability to determine the information that is needed to complete a task

II.A.4 Ability to identify outliers in data and determine the causes

II.A.5 Ability to develop assumptions, draw conclusions, assess the reasonableness of assumptions/conclusions, and test conclusions against various scenarios

II.A.6 Ability to perform a financial ratio analysis (e.g., debt/equity, accounts receivable days, liquidity ratios, etc.)

II.A.7 Ability to perform variance analysis and reporting (e.g., actuals versus prior periods, actuals versus plan, actuals versus forecast, etc.)

II.A.8 Ability to perform competitive analysis (e.g., benchmarking, peer group analysis, ratios, etc.)

II.A.9 Ability to determine and assess the seasonality of an industry or business

II.A.10 Knowledge of common statistical concepts

Knowledge Domain B
Building Financial Projections: 35% of Exam Part II

II.B.1 Ability to create financial statement projections (e.g., income statement, cash flow statement, balance sheet, etc.)

II.B.2 Ability to create a capital expenditure/investment analysis (e.g., discounted cash flow analysis, return on investment projections, net present value projections, etc.)

II.B.3 Ability to create sales volume/revenue projections

II.B.4 Ability to create expense and head count (staffing) projections

II.B.5 Ability to create specific customer/deal/product projections

II.B.6 Ability to create “what-if” scenarios

II.B.7 Ability to perform a sensitivity analysis

II.B.8 Ability to perform a risk analysis

Knowledge Domain C
Using Technology/Software: 30% of Exam Part II

II.C.1 Ability to use basic spreadsheet functions

II.C.2 Ability to use advanced spreadsheet functions (e.g., financial functions, pivot tables, value lookups, macros, integration with other common software, etc.)

II.C.3 Ability to perform common statistical calculations (e.g., standard deviation, expected value, correlation, regression, means, modes, etc.) using a spreadsheet

II.C.4 Ability to document and maintain models (e.g., understand documentation concepts, document assumptions, create supporting information and protocols, document functionality and structure, use software/data version control concepts and techniques, etc.)

II.C.5 Knowledge of common database structures, common database functions, and structure/functions of common financial software/systems (e.g., business intelligence software, enterprise resource planning systems, general ledger systems, etc.)
Test Center Locations
The proctored computer-based Certified Corporate FP&A Professional examination is administered by Pearson VUE through a network of more than 5,000 testing centers in cities worldwide. Test centers, which are subject to change, are listed on the Pearson VUE website at www.pearsonvue.com/AFP.

Examination Test Windows and Deadlines
The exam is offered in two 60-day testing windows for greater flexibility and convenience to candidates. All forms and applicable fees must be submitted online or in writing and postmarked by the specified deadline. Forms submitted without appropriate fees cannot be processed.

<table>
<thead>
<tr>
<th>FP&amp;A EXAMINATION TESTING WINDOW</th>
<th>Early Application Deadline</th>
<th>Final Application Deadline</th>
<th>Cancellation/Refund Request Deadline</th>
<th>Transfer/Deferral Request Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 1, 2018 – March 31, 2018 (2018A)</td>
<td>November 17, 2017</td>
<td>December 15, 2017</td>
<td>January 5, 2018</td>
<td>March 31, 2018</td>
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Applications received after the final postmark deadline will automatically be deferred to the next available testing window.

FP&A ENROLLMENT FEES

<table>
<thead>
<tr>
<th>Membership Status</th>
<th>Deadline</th>
<th>Application Fee</th>
<th>Examination Fee</th>
<th>Non-member Fee Differential</th>
<th>Total (USD)</th>
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<tbody>
<tr>
<td>AFP Member</td>
<td>Early</td>
<td>$325</td>
<td>$700</td>
<td></td>
<td>$1025</td>
</tr>
<tr>
<td>Final</td>
<td>$325</td>
<td>$800</td>
<td></td>
<td>$1125</td>
<td></td>
</tr>
<tr>
<td>Non- Member</td>
<td>Early</td>
<td>$325</td>
<td>$700</td>
<td>$395</td>
<td>$1420</td>
</tr>
<tr>
<td>Final</td>
<td>$325</td>
<td>$800</td>
<td>$395</td>
<td>$1520</td>
<td></td>
</tr>
</tbody>
</table>

See cancellation policy on the following page.
The examination fee permits candidates to attempt each part of exam once during the testing window for which they initially register and includes one complimentary transfer that candidates may use to transfer one exam part to the next testing window.

**Other Fees (in US dollars)**

The following are remitted as single fees and do not require an application fee. Forms are available online at www.FPACert.org/Forms.

The fees listed are per part of the exam.

**Re-examination Fee | $350 USD per exam part**

Fee applies to candidates who were not successful on their previous exam attempt or failed to schedule an appointment during their approved testing window. Re-examination fees are per part of the exam. Only candidates who are within ten testing windows of their original application qualify for this re-examination fee. Candidates wishing to retake the exam more than ten testing windows after their initial application must submit a new application and pay the new applicant fees. Candidates must cancel their existing exam appointment at least one full business day (24 hours) in advance in accordance with test center cancellation policies; otherwise they are subject to the “no-show” penalty fee of $100 USD. Please note: you cannot take an exam part more than one time per testing window.

**“No-show” Penalty | $100 USD per exam part**

Fee applies to all candidates who fail to cancel an existing appointment with the Pearson VUE at least one full business day (24 hours), regardless of whether they submit a written request to AFP to cancel, defer or transfer their exam registration. This fee also applies to candidates who miss their appointment, cancel too late or arrive late to the test center.

**Complimentary Transfer | $0 USD per exam part**

Upon enrollment candidates are granted one complimentary transfer that can be used to move one exam part to the next window. Only one complimentary transfer for either Part I or Part II will be approved. Candidates must cancel their existing exam appointment at least one full business day (24 hours) in advance in accordance with test center cancellation policies; otherwise they are subject to the “no-show” penalty fee of $100 USD.

**Transfer Fee | $125 USD per exam part**

Fee applies to all candidates who wish to transfer their exam registration from the current testing window to the next available testing window and have used their complimentary transfer. Only one transfer (not including the complimentary transfer) per exam part will be permitted per new or re-examination application. Candidates must cancel their existing exam appointment at least one full business day (24 hours) in advance in accordance with test center cancellation policies; otherwise they are subject to the “no-show” penalty fee of $100 USD.

**Cancellation Policy**

Candidates who submit a cancellation request form to AFP by the appropriate deadline will be refunded the exam fee portion of their enrollment fee. The application fee of $325 and the non-member differential fee of $395 are non-transferable and nonrefundable. For candidates whose most recent payment did not include an application fee, there will be a $100 USD processing fee withheld and any “no-show” penalty fees that were previously assessed.

Please note that cancellations are intended for candidates who are no longer interested in earning the credential or will be putting off the examination for an unknown period of time. Once the cancellation form has been processed and the exam fees refunded, the candidate must re-submit the new application form and the appropriate new applicant fees, should they ever want to sit for the examination again. For candidates interested in moving their exam registration to the next testing window, please view the transfer, deferral or re-examination options.
Deferrals/Special Circumstances

Under special circumstances (i.e. medical, personal, or work emergency), AFP may allow a deferral from the current testing window to the next testing window with no additional fee.

A medical or personal emergency may apply to you or one of your immediate family members: spouse, child or parent as defined by the Family Medical Leave Act.

An event that can be anticipated is not considered an emergency. A candidate’s inability to take the exam due to standard work commitments or insufficient or inappropriate preparation is not considered an emergency.

Special circumstances must either immediately precede or coincide with the administration of the exam. All such circumstances must include supporting documentation (i.e. doctor’s note, emergency room forms, death certificate). Approval of a deferral request is granted on a case-by-case basis. Deferrals are permitted only once per new application.

“I was sought out because I had the certification, and I was given a promotion right away… The certification gives you a tag that you’re an expert in the profession.”

— Stephanie Guevarra, FP&A
Financial Planning Manager
Genoa Healthcare
Taking the FP&A Exam
Submitting Your Application

Applications to enroll in the FP&A Certification Program may be submitted online at www.FPACert.org/apply or by using the application included in this guide. Full payment must accompany all applications. Applications cannot be processed without the required fee(s). Applications submitted by mail or fax must be postmarked by the application deadline or the application will be automatically deferred to the next testing window.

Requesting Special Testing Accommodations

Candidates with documented visual, physical, hearing or learning disabilities as defined under the Americans with Disabilities Act Amendments Act (ADAAA), which would prevent them from taking an examination under standard conditions, may request special testing accommodations and arrangements.

AFP and Pearson VUE require written documentation of the disability from the candidate’s doctor or from another qualified medical professional who has treated the candidate for the disability within the last year. The documentation must include the following information in order to be considered:

- The specific diagnosis and date of the diagnosis
- Specific and current findings that suggest your diagnosis (for example, relevant medical history, tests administered, date of the most current evaluation within the last three years, etc.)
- A description of your substantial day-to-day functional limitations resulting from your stated disabilities
- Specific recommendations for your testing accommodations, including a detailed explanation of why the accommodation is needed. Details regarding past exam accommodations must be provided and, if none were provided, an explanation of why the requested accommodations are currently needed. If the accommodation includes extra time, please indicate the amount of time requested.

The documentation should include a description of the disability, treatment dates and recommended accommodations. This written documentation must be submitted to AFP within one business day (24 hours) of the enrollment application. There is no extra fee for making these arrangements.

In considering a request from an applicant for special accommodations, AFP and Pearson VUE are guided by a sense of fairness. Special accommodations are granted to give an approved candidate the opportunity to be examined in an equivalent manner with other candidates, but not to provide an advantage over other candidates.

Authorization-To-Test (ATT)

Upon eligibility approval, AFP will send you an Authorization-To-Test (ATT) via e-mail which will give you the information you need to schedule your appointment(s) to test. If you do not receive your ATT within four weeks after submitting your application, please contact +1.301.907.2862 or FPACert@afponline.org.

Please note: If you are registering for a future window, you will not receive your ATT until after the current window has ended.

Scheduling Your Examination Appointments

Once registered for a testing window, the candidate must either schedule the required appointment or appointments and take the exam, or request that the registration be transferred or deferred to the next testing window.

Failure to schedule an appointment during your approved testing window will result in forfeiting your exam fee. You will need to complete a re-exam form and pay the $350 USD re-exam fee in order to register again to take the exam.

Carefully check your ATT. Your first and last name, as it appears on your identification, MUST match the name the test center has on file. If any information is incorrect, contact AFP prior to making your appointment to test. A list of acceptable discrepancies can be found at www.FPACert.org/apply/regulations.
Appointments to test can be made by calling Pearson VUE’s registration center at +1.866.837.8287 or online at www.pearsonvue.com/AFP. You may make an appointment to test at any of Pearson VUE’s 5,000+ testing centers for any available date and time during your approved testing window. For the best availability, candidates should make their appointment immediately after receiving their ATT, as test center seats can fill quickly.

Testing Time

The Certified Corporate FP&A Professional exam consists of two separate parts. Based on appointment availability, candidates may choose to take both parts of the exam on the same day or on two different days within the same window. However, each part of the exam has a set testing time. Time not used on one part of the exam cannot be carried over to the next part.

The scheduled test appointment time for Part I is three hours, of which you will have 2 hours, 35 minutes to answer 125 questions. Twenty-five minutes are available for you to review an optional tutorial (prior to the examination), agree to comply with the non-disclosure agreement and answer a brief computer-administered questionnaire (at the end of the examination).

The scheduled test appointment time for Part II is 4 hours, 30 minutes of which you will have 4 hours, 5 minutes to answer 125 questions. Twenty-five minutes are available for you to review an optional tutorial (prior to the examination), agree to comply with the non-disclosure agreement and answer a brief computer-administered questionnaire (at the end of the examination).

During the examination, you will have the opportunity to review any question on the examination. You can change answers, mark or skip questions. Should your time expire while taking the exam, all answers, regardless of how they are marked, will be calculated into your score. Once your allowed time has expired, or you exit the examination, you cannot see or review the questions again.

Multiple choice questions are worth one point each. Spreadsheet based questions are worth 1-5 points. Wrong answers do not count against your final score.

At the Test Center

To ensure that all candidates’ results are earned under comparable conditions and represent fair and accurate measurement, it is necessary to maintain a standardized testing environment. The following policies, procedures and suggestions pertain to every FP&A examination administration:

• Instructions by test center personnel are to be followed.
• Although all necessary calculations in both exam parts can be done using the external spreadsheet tool, candidates may request a handheld four-function calculator from the test center administrator. Requests must be made to the test center in advance of the scheduled examination appointment. For additional assistance, please contact the Certification Department at FPACert@AFPonline.org. No other calculators will be allowed in the testing room.
• Do not bring books or other reference material into the examination room. The exam proctor will not permit anyone found possessing such materials to continue the test.
• Visitors are not permitted at the test center.
• You may not bring scratch paper into the examination with you. White boards with pens will be provided to you by the exam proctor at the test center. Raise your hand and the exam proctor will provide you with additional boards. You may request as many as you will need, however, you may not keep more than four white boards at your desk at once.
• If you wish to leave the room during the test, you must secure the administrator’s permission. If you leave the testing area for any reason, please note that you will be electronically fingerprinted upon leaving and again before re-entering. **Please note that the testing clock cannot be paused and your testing time will continue to count down while you are away from your work station.**
• Bring a jacket or sweater for air-conditioned rooms.
• Candidates may request earplugs or headphones from the administrator.
Making Changes
Please see www.FPACert.org/apply/regulations for more information on how to make changes within the same testing window, or how to request a transfer or deferral to the next testing window.

Exam Results
At the end of each examination you will receive a printed report of your results that will include your name, title of your examination and whether you passed or failed. Your actual score is only provided if you failed, along with your performance diagnostics by knowledge domain.

Preparing for the FP&A Exams

Webinars
Participate in a series of complimentary webinars on the FP&A Professional certification program, from the benefits of being certified, to exam strategies and calculation tips. Register for upcoming live sessions or watch previously recorded presentations at www.FPACert.org/webinars.

Study Network
Connect with a study partner through the study network. Exam candidates have the option of listing their name and contact information on the Exam Study Network section of the AFP website. The application form can be found at www.FPACert.org/preparation/resources.

Sample Test Questions and Prep Guide
Strategies and test taking tips to help you better prepare for the FP&A exams. Sample questions, with answer keys, are included in this preparation guide. The Preparation Guide can be found at www.FPACert.org/PrepGuide

AFP Financial Planning & Analysis Learning System™
The AFP Financial Planning & Analysis Learning System is a comprehensive and flexible educational system for FP&A professionals worldwide.

Focused Training and Professional Development:
This program focuses on the most relevant knowledge and skills to help you succeed as an FP&A professional today.

Flexible Format for Busy Professionals:
Self-directed print, mobile and web-based training tools allow you to study when and where it’s convenient for you.

Customized Study Plan:
The SmartStudy tool helps you take your pre-test results and develop your own study plan which focuses on areas you need to study. Reports allow you to track your progress and measure learning gain.

Complete Preparation:
The program contains everything you need to prepare for the FP&A certification exam and saves countless hours searching through articles, textbooks and other resources to gain the most up-to-date knowledge for your profession.

The program includes the following components:

Comprehensive Reading Materials
• Study with printed materials or e-books.
• Use books as reference materials for years to come.
• Ensure you have the most current knowledge with materials that align with established professional practices.

Interactive Online Study Tools
• Pre-tests: Evaluate your initial knowledge to identify areas of strength and weakness.
• SmartStudy Tools: Build a customized study plan using your pre-test results to target your most challenging topics and optimize your study time.
• Chapter-specific quizzes: After reading each chapter, test your comprehension, retention, and ability to apply concepts.
• Flashcards: Offer a review of key terms and definitions.
• Case Studies: Apply concepts learned to real-world scenarios.
• Post-tests: After studying all chapters, gauge the knowledge you’ve gained and areas that require further study.
• Practice Exams: The final exam will help you build confidence using computer-based testing software before you enter the test center.
• Progress reports: Track your activities and scores.
• Resource Center: Access test-taking tips, FP&A exam resources, feedback links, and more.

Order the self-study material by selecting the AFP FP&A Learning System option as your FP&A Exam 2017 FP&A Examination Form I (pg. 31), or add it to your shopping cart as part of the online application process. Visit www.AFPLearningSystem.com/FPA to demo the AFP FP&A Learning System.

If there are multiple training candidates within your organization or if you have organized a group of coworkers or friends who would like to prepare for and earn the FP&A credential, AFP offers the corporate/group training option. Take advantage of significant volume discounts when purchasing the AFP FP&A Learning System for your group. For details or to order, contact Justin Barch at jbarch@AFPonline.org or call +1.301.961.8833.

Please note: the AFP Financial Planning & Analysis Learning System is intended to cover the content of the Certified Corporate FP&A Professional test specifications: www.FPACert.org/TestSpecs. However, there may be some content in the AFP Financial Planning & Analysis Learning System not covered by the exams, and there may be content tested in the exams that is not covered in the Learning System. AFP makes no warranty that use of the AFP Financial Planning & Analysis Learning System guarantees passage of the Certified Corporate FP&A Professional examination. AFP Certification staff is not involved with the planning & development of the AFP Financial Planning & Analysis Learning System, per certification industry standards. Likewise, AFP Financial Planning & Analysis Learning System subject matter experts and instructors do not have access to the actual Certified Corporate FP&A Professional examination questions.
From Examination to Certification

Certified Corporate FP&A Professional candidates may begin taking the exams before they have satisfied all of the certification eligibility requirements.

Once you’ve passed your exams, there are just a few steps necessary to obtain your certification:

1. If you have not already done so, complete and return the Experience Verification Form, pages 33 & 36.
2. If you have not already done so, complete and return the Education Verification Form, pages 34–35.
3. Upon verification of your education and experience documentation, you will receive confirmation of earning your Certified Corporate FP&A Professional credential. At this time, you may begin using the FP&A designation.
4. A certificate will be mailed to you 4-6 weeks after your credential has been confirmed.
5. You should begin earning and reporting continuing education credits in order to maintain your credential.

Digital Badge

To ensure Certified FP&A Professionals are recognized for their accomplishments in a way that allows them to fully showcase their ongoing professional commitment to FP&A in today’s digital world, AFP provides credential holders with the opportunity to obtain a digital badge, enabling secure electronic verification of credentials.

Information about accepting and sharing the badge will be sent by our partner, Acclaim, via email shortly after becoming certified.

Once certified, a Certified FP&A Professional can share their digital badge to social networks, such as LinkedIn or Facebook. Adding the badge to a digital resume or email signature allows potential employers to instant verify a Certified FP&A Professional’s credential without the need for time-consuming reference checks.
Maintaining Your Credential
Recertification and Reporting CE Credits

The Certified Corporate FP&A Professional Certification is valid for three years. An FP&A Professional must earn and report a total of 45 continuing education (CE) credits within every three year recertification cycle and pay the recertification fee (currently $110 USD for members, $225 USD for non-members by the standard deadline) to maintain the credential. Educational programs do not need to be produced by AFP to qualify. Also, though highly encouraged, membership in AFP is not required to maintain the credential.

It is the responsibility of each Certified FP&A Professional to maintain records documenting qualified credits earned. AFP reserves the right to audit that documentation. Any reported credits that cannot be verified during an audit process will be disqualified. A program agenda or a letter signed and dated by the program sponsor/provider is acceptable documentation. Records of documentation should be retained for two full years after completion of each three year recertification cycle. Continuing education credits are earned at a rate of one credit per 50 minutes of instruction.

Approved CE Activities

The following are examples of approved CE activities:

- Attendance at corporate financial planning & analysis, corporate finance or accounting-related workshops, seminars, courses, conferences and live teleconferences/webinars (These educational programs do not need to be sponsored/produced by AFP.)
- Completion of corporate financial planning & analysis, corporate finance or accounting-related college or university courses
- Serving as a lecturer or speaker on corporate financial planning & analysis, corporate finance or accounting-related workshops, sessions, seminars and university/college courses
- Publication of authored articles on corporate financial planning & analysis or corporate finance-related topic areas (not restricted to AFP publications)
- Volunteering on AFP or other finance-related organization committees
- Accepted thesis or dissertation in a corporate financial planning & analysis or corporate finance-related topic area
- Completion of an independent/self-study course (with a method of evaluation or certificate of completion) in corporate financial planning & analysis or finance-related topic areas
- Successful completion of another financial certification or licensure examination
- Successful completion of quizzes on associated articles in AFP Exchange, AFP FP&A In Focus e-newsletters or select archived AFP webinars
- Attendance at a presentation skills or public speaking class
- Individual membership in a national, international or regional corporate financial planning & analysis, corporate finance or accounting-related association
- Advanced Excel or other spreadsheet software classes and/or courses

For a complete list of acceptable program types and any category limits, please refer to AFP’s Recertification guidelines at www.FPACert.org/Recert.

Activities Not Approved for CE Credits

- Organizational products/services and/or sales-specific, marketing or business development presentations
- Fundamental or introductory courses in corporate finance or corporate financial planning & analysis
- Personal career development topics not specific to finance or corporate financial planning & analysis
- FP&A Exam preparation course
- Earning the FP&A Certification
How to Enroll

Q Do I need to be a member of AFP to enroll in the program?

A You are not required to be an AFP member prior to enrolling. However, non-members are charged a higher, non-member rate. A complimentary year of membership is included in that rate.

Q How do I determine if I am eligible to enroll in the certification program?

A The FP&A credential program has educational and experience requirements that candidates must meet before earning the credential. However, candidates may take the exam before meeting those requirements. Before you enroll in the FP&A program and register for your first exam, you must meet the entrance requirements:

- Have a bachelor’s or equivalent degree
- Or be currently enrolled in an undergraduate program with a finance related major and be on track to graduate within two years
- Understand the professional conduct requirement (you will be asked to agree to comply with the AFP Standards of Ethical Conduct).

Q Does my work experience have to be in corporate financial planning & analysis to qualify?

A In order to qualify, your experience must be in a position involving at least 35 hours of work per week with at least 50% of your time spent performing/managing or supervising those who perform/manage the following tasks:

- Budgeting
- Forecasting
- Financial modeling
- Corporate financial planning/strategic planning
- Non-credit financial analysis

Q If I have a graduate degree, do I need to complete the work experience requirement?

A Yes. Exam candidates with a graduate degree in finance, accounting, economics or business are required to report at least two years of work experience in order to earn the FP&A credential.

Q Do I need to fulfill the education and experience requirements before taking the exam?

A No, candidates are not required to have fulfilled the education and experience requirements before taking the exam. However, the credential will not be awarded until those requirements have been met. Candidates must fulfill both the education and experience requirements within five years of the date of their initial enrollment in the FP&A program. If candidates fail to fulfill the education and experience requirements within five years of their initial enrollment in the FP&A program, any passing scores that they have received on either part of the FP&A exams will expire and the candidate will have to reapply for enrollment to the program. After reapplying, the candidate will again have five years to take and pass both parts of the exam and fulfill the education and experience requirements.

Q How can I determine if my application and eligibility information has been accepted and approved?

A You will receive an email confirming approval of your FP&A program enrollment approximately 1-2 business days after submission of your application and payment. AFP will contact any candidate with application or payment issues that may delay this approval process.
Why should I schedule my exam appointment in the early part of the exam window rather than the latter part of the window?

When scheduling your appointment, you should consider a date early in the window rather than the last week of the window. Should an unexpected job or personal responsibility require you to cancel your appointment to test early in the window, you will have more flexibility when rescheduling your appointment. Candidates who have appointments late in the testing window may be required to move their eligibility to the next testing window and pay the transfer fee when they find that last minute appointments are unavailable during their current testing window. Note: Candidates are entitled to one transfer per part per new or re-exam application.

Does an exam application expire?

Applications are valid for ten consecutive testing windows. If you are not successful in your initial attempt at the exam, by submitting a re-examination form and fee you may retake the exam once per testing window for a period of nine consecutive testing windows after your initial window. The application expires after ten consecutive testing windows and a candidate wishing to take the exam again must submit a new application and fees.

Does the exam fee include a copy of the AFP Financial Planning & Analysis Learning System?

No. AFP provides exam candidates with the ability to purchase the study materials which best suit their needs. Should you, for example, opt to use the AFP Financial Planning & Analysis Learning System for studying, you would be required to indicate this choice on your application and remit the additional fee.

Preparing for the Exam
Taking the Exam

Q. I've submitted my enrollment form. How do I make a testing appointment?
A. Approximately 3–4 business days after submitting your enrollment form you will electronically receive an eligibility letter including your Authorization to Test (ATT) from AFP. Your ATT will include information needed to schedule an appointment.

Q. What is the passing score for the exam?
A. The passing scaled score for both Parts of the exam is 500. The raw score is converted through a statistical formula, revealing a scaled score. We do not indicate an exact number or percentage of questions that need to be answered correctly to pass the exam. As there is no penalty for incorrect answers, we recommend trying to answer each question to the best of your ability.

Q. What is the deadline to cancel my appointment(s) with the testing center to ensure that I do not incur the $100 USD “no show” penalty?
A. If you cannot make your appointment(s) or you are submitting a transfer or deferral request to move your exam(s) to the next testing window, your exam appointment(s) must be cancelled with Pearson VUE at least one full business day (24 hours) prior to the scheduled appointment.

Re-taking the Exam

Q. Can I take an exam part more than once in a testing window?
A. No. While candidates can take both parts of the exam in one testing window, each part may only be taken once per window. This is a security policy and there are no exceptions. To retake the exam, candidates are required to submit a Re-examination Registration Form for the next testing window.

Q. How many times can I retake the exam?
A. AFP does not limit the number of times an exam candidate can retake the exam. However, if you need to re-examine more than ten consecutive testing windows after your initial application, you will need to reapply and pay the application and examination fees.

See more FAQs online at www.FPACert.org/apply/FAQs
Inquiries or questions not covered here? Email FPACert@AFPonline.org
General Enrollment  Please print or type

For reexaminations, transfers, deferrals or cancellations, please visit www.fpacert.org/forms and download the appropriate form. To apply online for the FP&A program, go to www.FPACert.org/apply.

1. AFP MEMBER:  ❑ NO  ❑ YES, ID#: __________________________

2. NAME:  ❑ MR.  ❑ MS.  ❑ MRS.  ❑ DR. ________________
   NOTE: Name exactly as it appears on your ID.
   LAST / FAMILY FIRST  MI ____________________________

3. TITLE: ____________________________

4. EMPLOYER / ORGANIZATION: ____________________________

5. HOME ADDRESS: ________________
   CITY:__________________________  STATE/PROV:________  ZIP/POSTAL CODE:________  COUNTRY:________
   BUSINESS ADDRESS: ________________
   CITY:__________________________  STATE/PROV:________  ZIP/POSTAL CODE:________  COUNTRY:________

6. MAILING ADDRESS PREFERENCE ( ❑ HOME  ❑ BUSINESS ) WE SHIP UPS — NO P.O. BOXES, PLEASE.
   NOTE: Your exam study materials and certificate will be mailed to this address.

7. PHONE: ____________________________
   E-MAIL: ____________________________

8. ❑ REQUEST SPECIAL ACCOMMODATIONS

9. APPLICATION AND EXAMINATION FEES (IN USD) — SELECT ONE WINDOW AND ONE DEADLINE

   FP&A Examination Window      Early             Final
                                  Postmark Deadline  Postmark Deadline
   ❑ February 1, 2018 – March 31, 2018 (2018A)      November 17, 2017  December 15, 2017

   ❑ AFP member = $1025  ❑ AFP member = $1125
   ❑ Non-member = $1420  ❑ Non-member = $1520

   Application & Exam Fees Total in USD (Enter selection from above): $ __________

10. PREPARATION RESOURCES
   ❑ AFP Financial Planning & Analysis Learning System  AFP Member Price $995

   If you are interested in learning more about volume discounts, contact Justin Barch, Director, Corporate Sales:
   E-mail jbarch@afponline.org Call +1-301-961-8833

   Shipping and Handling (For Learning System Purchases Only): Outside the U.S. = $95.00, Within the U.S. = $25.00
   Sales tax: ONLY add applicable sales tax for state and local sales shipped to MD, MN, TN, and VA. We reserve the right to adjust tax amount to reflect actual state/local tax rates.

   Total: $ __________

11. METHOD OF PAYMENT: PAYMENT BY CHECK MUST BE MADE IN U.S. DOLLARS DRAWN ON A U.S. BANK
   ❑ CHECK  ❑ AMERICAN EXPRESS  ❑ MASTERCARD  ❑ VISA  ❑ DISCOVER CARD

12. CARD NUMBER: ____________________________
    EXPIRATION DATE: ____________________________

13. SIGNATURE: ____________________________
    (FOR CREDIT CARD PAYMENT)

Please note: For orders to be delivered outside of the United States, any customs, duties, tariffs and brokerage fees are NOT included in the shipping rate. The purchaser will be responsible for paying these charges upon delivery.

For AFP Office Use Only
CC/CK#: ____________________________
ID#: ____________________________
Amt $ ____________________________
General Registration

1. AFP MEMBER:  □ NO  □ YES, ID#: __________________________

2. NAME: □ MR  □ MS  □ MRS  □ DR  □ FIRST  □ LAST / FAMILY  □ MI
   NOTE: Name exactly as it appears on your ID.

3. TITLE: ____________________________________________________________

4. EMPLOYER / ORGANIZATION: _________________________________________

5. HOME ADDRESS ____________________________________________________

Please indicate your...

15. Relationship to finance (Check one)
   □ Practitioner—I perform/manage finance functions.
   □ Associate—I sell to finance/treasury departments, or I perform consulting.
   □ Academic—I teach finance full-time.

16. Job level (Check one)
   □ Non-Financial Executive Level - CEO, CIO, COO, President, Chair, Chief
   □ Financial Executive Level - CFO, Financial Controller, Treasurer
   □ Senior Management - Assistant Treasurer, Assistant Controller
   □ Management Level - Director of Finance, Treasury, Risk, Other
   □ Staff Level - Analyst, Manager, Accountant, Cash Manager
   □ VP Level - VP of Treasury, Finance, Risk, Other

17. Date of Birth
   ___/___/____

18. Gender?
   □ Male  □ Female

19. Self description:
   □ Asian or Pacific Islander
   □ African-American
   □ Hispanic/Latino
   □ Caucasian
   □ American Indian or Alaskan Native
   □ Arab or Middle Eastern
   □ Other

Mail the COMPLETED application (Form I and Form II) and appropriate fee (U.S. dollars drawn on a U.S. bank) to:

AFP
P.O. Box 64714
Baltimore, MD 21264

Note: Applications with credit card payment must be sent to AFP via fax at +1 301.907.2864. To avoid a duplicate credit card charge, the application should be either mailed OR faxed, not both.
Section A: Report of Full-Time Work Experience

Candidates may take the FP&A exam before they have completed the experience requirement, however the credential will not be awarded until all requirements have been met.

In order to be awarded the FP&A credential, candidates must complete three years of Full Time Equivalent (FTE) experience in an FP&A position. FTE experience is defined as those positions involving at least 35 hours of work per week. At least 50% of the individual’s time must be spent performing/managing or supervising those who perform/manage the following tasks:

- Budgeting
- Forecasting
- Corporate financial planning/Strategic planning
- Financial modeling
- Financial analysis (non-credit)

A master’s or higher degree (or global equivalent) in a finance, accounting or business-related field may be substituted for one year of work experience.

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For this position, indicate the percentage of time spent doing the following and whether you were performing or supervising/managing that function:

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Section B: Report of Education

In order to be awarded the credential, candidates must meet one of the following education requirements:

1. A Bachelor’s or global equivalent academic degree in corporate finance, accounting, business, or economics.

OR

2. A Bachelor’s or global equivalent academic degree in a non-finance subject plus three semester hours of college-level course work or equivalent in corporate finance and six semester hours of college-level course work or equivalent in accounting.

OR

3. A Bachelor’s or global equivalent degree in a non-finance subject plus a corporate finance related credential (see approved credentials at www.FPACert.org/ApprovedCredentials).

Candidates holding a bachelor’s or global equivalent degree in any subject or undergraduate students majoring in finance, accounting, business, or economics who expect to graduate within two years may take the FP&A exam before meeting the education requirement.

Please do not send supporting documentation. AFP will audit applications and contact schools to verify degrees.

Candidates who have at least six years of FP&A experience and do not hold a bachelor’s or global equivalent degree should contact AFP to apply for review and consideration.

NAME OF COLLEGE/UNIVERSITY: __________________________________________

CITY/STATE: ___________________________ PROV/COUNTRY: ___________________________

DEGREE EARNED: ________________________ DATE: ___________________________

FIELD OF STUDY: ______________________________________

NAME OF COLLEGE/UNIVERSITY: __________________________________________

CITY/STATE: ___________________________ PROV/COUNTRY: ___________________________

DEGREE EARNED: ________________________ DATE: ___________________________

FIELD OF STUDY: ______________________________________

NAME OF COLLEGE/UNIVERSITY: __________________________________________

CITY/STATE: ___________________________ PROV/COUNTRY: ___________________________

DEGREE EARNED: ________________________ DATE: ___________________________

FIELD OF STUDY: ______________________________________
APPLICANT NAME: last / family first mi

This section is to be completed ONLY by candidates who have a bachelors or global equivalent degree in a non-accounting, non-finance, non-business, or non-economic subject. Such candidates are required to report either three semester hours of college level course work or equivalent in finance and six semester hours of college level course work or equivalent in accounting OR a finance related credential (see approved credentials at www.FPACert.org/ApprovedCredentials).

**Credential**

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<th>NAME OF CREDENTIAL</th>
<th>YEAR AWARDED</th>
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**Additional Education**

**ACCOUNTING COURSE WORK**

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<tr>
<th>NAME OF COURSE</th>
<th>SEMESTER HOURS</th>
<th>COLLEGE/UNIVERSITY</th>
<th>DATE COMPLETED</th>
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**FINANCE COURSE WORK**

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<th>COLLEGE/UNIVERSITY</th>
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Two ways to submit the completed forms with payment to AFP:

1. Fax: +1 301.907.2864
2. Mail to:
   - If paying by credit card:
     - FP&A Program
     - 4520 East-West Highway, Suite 750
     - Bethesda, MD 20814-3319 USA
   - If paying by check:
     - FP&A
     - PO Box 64714
     - Baltimore, MD 21204

You will receive an email notification upon AFP’s receipt of your completed forms and payment.

By signing and submitting this form, I accept the conditions set forth in the FP&A Exam Rules and Regulations (www.FPACert.org/RulesRegs). I understand that I am subject to all policies concerning cancellations, refunds, transfers, deferrals, administration of the test, reporting of test scores and the complete certification process and policies including the FP&A recertification process (www.AFPonline.org/RecertGuidelines).

I certify that I have read and will abide by the Association for Financial Professionals’ Standards of Ethical Conduct (go to www.FPACert.org/Ethics). I authorize the Association for Financial Professionals to make inquiries concerning my employment and/or educational history and understand that any false statements made on this application will constitute a violation for which my application may be cancelled or my certification may be revoked. I certify that the information contained in Forms I and II of this application is true, complete and correct to the best of my knowledge and is made in good faith.

SIGNATURE: ___________________________________________________________________________ DATE: ____________________________

Your signature is required.
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| SUPERVISOR PHONE NUMBER | EMAIL |

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FP&A Certification
Candidate Checklist

- Complete your application and submit to AFP by mail or online:
  - General Enrollment Form
  - Report of Education and/or Credentials
  - Report of Experience
- Receive eligibility confirmation from AFP
- Receive Authorization-to-Test (ATT) from AFP
- Contact Pearson VUE to schedule examination appointment at www.pearsonvue.com/AFP
- Order study materials and schedule regular study time on your calendar www.FPACert.org/afpls
- For group discounts on study materials, contact AFP Training at +1 301.961.8833 or jbarch@AFPonline.org.
- Use the FP&A Study Network to find a study partner www.FPACert.org/preparation/resources

Questions?
Email: FPACert@AFPonline.org
Call: +1.301.907.2862
Standards of Ethical Conduct

Association for Financial Professionals® Standards of Ethical Conduct

The conduct of financial professionals has a direct effect on the reputation of the profession. A good reputation is earned on a continuing basis by performing one’s business with competence, appropriate confidentiality, integrity, and by complying with applicable laws and regulations. Financial professionals have an obligation to their employers, co-workers, customers, shareholders, the profession and themselves to maintain the highest standards of conduct and to encourage their peers to do likewise.

Competence

• Continue to acquire an appropriate level of professional knowledge and skill in finance.
• Perform professional duties in good faith and in accordance with technical, legal and regulatory practices, as well as the letter and spirit of the law in the field of finance.

Confidentiality

• Maintain confidential information acquired in the course of professional activities and disclose such information when legally obligated to do so.

Integrity

• Refrain from using or appearing to use confidential information for unethical or illegal advantage either personally or through third parties.

FP&A Professionals must agree to abide by this Standards of Ethical Conduct and are subject to revocation of their credential in the event of violation.
About AFP®

Headquartered outside Washington, D.C., the Association for Financial Professionals (AFP) is the professional society that represents finance executives globally. AFP established and administers the Certified Treasury Professional and Certified Corporate FP&A Professional credentials, which set standards of excellence in finance. The quarterly AFP Corporate Cash Indicators serve as a bellwether of economic growth. The AFP Annual Conference is the largest networking event for corporate finance professionals in the world.

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