

## APPLICATION TO ENROL IN THE CFMIA ADVANCED CERTIFICATION PROGRAM IN COMMERCIAL AND ASSET FINANCE

Full Name:

DOB:

Address:

Mobile Number:

Email Address:

Alternative Email Address:

Have you completed Cert IV in Finance and Mortgage Broking?

With which institution did you complete the course?

Have you completed the Diploma of Finance and Mortgage Broking Management?

With which institution did you complete the course?

### Question:

Can I enroll in the Advanced Certification Program in Commercial and Asset Finance if I have not completed Cert IV and the Diploma?

### Answer:

Yes, you may complete the program, but you will not be entitled to apply for certification until both these courses are successfully completed.

### Question:

Can I complete the Advanced Certification Program in Commercial and Asset Finance if I do not meet the time requirements surrounding approval for certification outlined in the Rules of Certification?

### Answer:

Yes, there is nothing stopping you in completing the program before your experience requirements have been met. Once you meet the criteria set out in the Rules of Certification, you may then apply to the CFMIA Education Committee for certification status.

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Certified Finance and Mortgage Institute of  
Australasia Pty Ltd  
ABN 72 608 169 160

## APPLICATION TO ENROL IN THE CFMIA ADVANCED CERTIFICATION PROGRAM IN COMMERCIAL AND ASSET FINANCE

Provided you have successfully completed Cert IV and the Diploma, you are entitled to apply to complete the Advanced Certification Program in Commercial and Asset Finance, with the ultimate goal to apply for Certification as a Finance Broker in Australia.

To meet the requirements necessary to be approved by the CFMIA Education Committee to hold the Certification status, you must meet the requirements of Section 5.2 of the “Rules Governing use of Certification”, provided on the CFMIA website.

It is important that you read this information so that you may make an informed decision before undertaking the Advanced Certification Program in Commercial and Asset Finance.

Provided you have read and understood the requirements for approval under Section 5.2, you are welcome to present this application via email to the CFMIA administration team for consideration.

Once this application has been received, assessed, and approved, the CFMIA administration team will send:

- A letter of acceptance to you
- A member number
- An invoice which covers the complete cost of the course
- Links to the course conveners who will provide you the documentation, materials and support information readying you for commencement.

The cost of the course will be \$1,150.00 (GST inclusive).

This covers “Component A” of the course with “Accendo”, the course provider approved by the CFMIA board, and “Component B” of the course with the Registered Training Organizations nominated by the board at the time of application to administer this component of the program.

**You may choose the RTO you wish to use for the program.**

### AAMC

Accendo and the nominated RTO will receive details from us of your application and connect with you to register you into their courses and inform you of the dates involved in their tutorials as well as the dates as of which you must complete their courses.

A part of “Component A” will require you to take part in webinars and you will be instructed as to the dates and times these will be conducted.

On successful completion of these courses, and thus the total program (on the proviso that you have completed Cert IV and the Diploma), you may then make application to the CFMIA Education Committee for Certification status as a Broker in the Australian Finance Industry.

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IN COMMERCIAL AND ASSET FINANCE**

Should you be approved by the Committee and signed off by the CFMIA board, you will be granted the "Certification Certificate" and be provided with 12 months free membership as a Certified Finance Broker "CFB" to carry on your business stationery and present to clientele.

You will not be due your annual renewal fees then until 12 months after the acceptance date of your certification approval.

At this stage, the annual approval fees will be \$440.00 (GST inclusive).

Should you feel after considering the information provided that you are comfortable to proceed, please download this document, sign and date, and return back to [info@cfmia.com.au](mailto:info@cfmia.com.au) so that we may take the necessary steps to begin the process.

If you are unable to scan the document, sign and date and return it to us, please send an email stipulating the following to achieve the same result:

*"I hereby agree that I have read the application to enroll in the CFMIA Advanced Certification Program in Commercial and Asset Finance and have read the Rules of Certification provided on the CFMIA website."*

*"I am happy to enroll in the program understanding the conditions required to be approved to hold Certification."*

*"Could you please begin the process on enrolling me into the Advanced Certification Program in Commercial and Asset Finance."*

If you are able to download this document, please sign, date and return this document back to us at the earliest possible convenience and we will begin the process of enrolment.

To verify your application, we will also need:

- A copy of either your current Australian Drivers Licence or your current Australian Passport.
- A copy of your Cert IV and Diploma Certificates

The CFMIA will abide by the Australian Privacy Principles.

The CFMIA requires this information solely for the purpose of maintaining the integrity of the information being assessed.

**Applicant Name:**

**Application Signature:**

**Date:**