



Application Instructions

Submission

- A. Online Application for CPWP Certification and Online Application for CPWP Certification Renewal (On-going Professional Training)

Please complete the online application and pay the application fee (VISA, MasterCard or JCB) by credit card via CPWP Online Platform (<https://www.pwma-cpwponline.com/>).

- B. Application Form for Grandfathering

Please complete and submit the signed application form and a cheque payable to the "Private Wealth Management Association Limited" to:

Application for CPWP Certification
Private Wealth Management
Association Room 1405-1406, 14/F,
Prince's Building Central, Hong
Kong

Applications should be reviewed and endorsed by your institution's Human Resources Department before submission.

Fee Payable

A Non-refundable application fee is required for each of the following applications:

- Online Application for CPWP Certification - HKD2,000.00
- Online Application for CPWP Certification Renewal (On-going Professional Training) - HKD2,000.00
- Online Application for CPWP Associate Certification - HKD1,000.00
- Online Application for CPWP Associate Certification Renewal (On-going Professional Training) - HKD1,000.00
- Application for Grandfathering – HKD2,000.00

Assessment Results

Results will be given via e-mail within 2 months upon receipt of application form and the required supporting documents. If more time is needed for certain cases, written notification of the expected time for completing the assessment will be given to the applicants.

Applicants may appeal by providing additional information within 3 months from the date of notification of result. Reassessed results are final and no further appeal will be accepted.

Contact Us

If you have any queries relating to Enhanced Competency Framework, please refer to our [FAQ](#). If you need any further assistance, please email your queries to info@pwma.org.hk.

Payment Method

For Grandfathering Application, please make a crossed cheque made payable to the "Private Wealth Management Association Limited". Post-dated cheques will not be accepted.

Document Checklist (For Grandfathering Application)

- ☐ Completed and signed Application Form
- ☐ Payment of cheque
- ☐ Supporting documents (if any)