

## CPD FAQ's and answers

### 1. When can I Register?

You can register as soon as the CPD event is listed on the CPD calendar which will be accessible from any of the Moonstone websites. Please note that the link to this calendar will be made available soon.

### 2. When can I start?

Our CPD cycle officially starts on 1 June 2018 (in line with BN194 of 2017) until 31 May 2019.

The start dates for the various CPD activities will be displayed on the CPD calendar. Online CPD activities will be available on an ongoing basis and you will be able to access them as soon as payment has been received. (Please also see schedule for Online courses and workshops below).

### 3. How do I pay?

Payments can be made via EFT or Credit Card.

### 4. What are the costs?

The cost will vary and will depend on the activity you want to register for. See prices in schedule below.

### 5. What CPD must I complete?

This will depend on your role and the development needs identified for you by your FSP. In terms of BN194 of 2017, the minimum CPD hours required are:

<b>If you are authorised to render financial services for...</b>	<b>Then you must complete a minimum of...</b>
a single subclass of business within a single class of business	<b>six</b> hours of CPD activities per CPD cycle
more than one subclass of business within a single class of business	<b>12</b> hours of CPD activities per CPD cycle
more than one class of business	<b>18</b> hours of CPD activities per CPD cycle.

### 6. What do I get after I have completed the CPD training?

Proof of Attendance and/or a Certificate of Completion will be issued after the completion of each CPD activity indicating your verifiable CPD hours for regulatory purposes.

### 7. Any admission requirements?



In order to verify your identity for any CPD approved event that requires physical attendance, proof in the form of a valid ID document, passport or drivers license will be required. A physical attendance register will be kept at all events and you will required to sign in, attend for the full duration of the event, and sign out at the end of the event.

For online CPD approved activities, users are identified on registration and issued with unique login and password details.

**8. Who can I contact for assistance with registration?**

Please contact Veronica Grobler on 087 702 6429, or email her at [veronica@mbse.ac.za](mailto:veronica@mbse.ac.za). Alternatively, you may contact Donald Moeletsi on 021 880 7145, or email him at [donald@mbse.ac.za](mailto:donald@mbse.ac.za).

**9. Is CPD a requirement to be appointed as representative?**

You will have to consult with your compliance officer in this regard.

**10. How many hours will be allocated to the CPD training?**

Each CPD activity is approved by an accredited professional body and will be allocated a CPD hour value based on duration of the activity and any assessment requirements. We will offer activities at MBSE that will provide the required CPD hours as per BN 194 of 2017.

**11. Will Moonstone upload my CPD Hours to my Professional Body?**

To keep costs to a minimum, Moonstone will not forward records of CPD activities to each of the relevant professional bodies. It thus remains your responsibility to upload your own CPD hours to your profile with the relevant professional body. Moonstone will provide the information on the relevant CPD hours for regulatory (FSCA) purposes, as well provide information relating to the specific category-linked CPD hours as per the relevant accrediting professional body, to enable you to upload these CPD hours on your profile with the professional body.

**12. How do I keep track of my CPD hours for regulatory (FSCA) purposes for Moonstone events, online courses and CPD approved publications?**

Moonstone will issue a certificate of attendance for full attendance of a physical event and will issue a certificate of completion for successful completion of any approved CPD activity (online course or CPD approved publication). The certificate will state the date of completion, as well as the number of CPD hours for the activity, as per notification from the relevant professional body. You will be able to access your details on our e-learning platform and print out your certificate once you have enrolled for and completed a CPD activity.

**Note:** You are responsible to keep your own records of certificates relating to CPD activities, so that you can provide these records to your FSP as required.

**Upcoming CPD activities:**

**Online courses (e-learning):**

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
FICA Awareness: Free of charge for Moonstone Compliance clients <b>R500, excl VAT</b> for public	June 2018 ongoing	<b>4.5 CPD hours</b>	FPI members: 3.5 CPD Points Ethics & Practice Standards 1 CPD Point for successful completion & pass of online assessment
Class of Business Long-Term Insurance: <b>R500, excl VAT</b> for clients and public	June 2018 ongoing	<ol style="list-style-type: none"> <li>1. *Financial Services Overview: <b>3.5 CPD hours*</b></li> <li>2. *Economic and Investment Overview: <b>3 CPD hours*</b></li> <li>3. Long-term Insurance: <b>6.5 CPD hours</b></li> </ol> <p>Total: <b>13 CPD hours</b> if first-time Class of Business registration</p> <p><b>*Note:</b> Financial Services Overview and Economic and Investment Overview modules are only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>	<p>FPI members:</p> <ol style="list-style-type: none"> <li>1. *Financial Services Overview: 3 CPD Points Ethics &amp; PS, 0.5 CPD Point for successful completion &amp; pass of online assessment</li> <li>2. *Economic and Investment Overview: 2.5 CPD Points (Knowledge), 0.5 CPD Point for successful completion &amp; pass of online assessment</li> <li>3. Long-term Insurance: 6 CPD Points (Knowledge), 0.5 CPD Point for successful completion &amp; pass of online assessment</li> </ol> <p><b>*Note:</b> Financial Services Overview and Economic and Investment Overview modules are only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>
Class of Business Health Services Benefits: <b>R500, excl VAT</b> for clients and public	June 2018 ongoing	<ol style="list-style-type: none"> <li>1. *Financial Services Overview: <b>3.5 CPD hours*</b></li> <li>2. Health Services Benefits: <b>6.0 CPD hours</b></li> </ol> <p>Total: <b>9.5 CPD hours</b> if first-time Class of Business registration</p> <p><b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module can only be claimed on first COB registration</p>	<p>FPI members:</p> <ol style="list-style-type: none"> <li>1. *Financial Services Overview: 3 CPD Points Ethics &amp; PS, 0.5 CPD Point for successful completion &amp; pass of online assessment</li> <li>2. Health Services Benefits: 2 CPD Points Ethics &amp; Practice Standards, 3.5 CPD Points (Knowledge), 0.5 CPD Point for successful completion &amp; pass of assessment</li> </ol> <p><b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module can only be claimed on first COB registration</p>

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
Class of Business Short-term Insurance Personal Lines: <b>R500, excl VAT</b> for clients and public	June 2018 ongoing	<ol style="list-style-type: none"> <li>*Financial Services Overview: <b>3.5 CPD hours*</b></li> <li>Short-term Insurance Personal Lines: <b>6.5 CPD hours</b></li> </ol> <p>Total: <b>10 CPD hours</b> if first-time Class of Business registration</p> <p><b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>	iisa members: <ol style="list-style-type: none"> <li>*Financial Services Overview: <b>3.5 CPD hours*</b></li> <li>Short-term Insurance Personal Lines: <b>6.5 CPD hours</b></li> </ol> <p>Total: <b>10 CPD hours</b> if first-time Class of Business registration</p> <p><b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>
Class of Business Short-term Insurance Commercial Lines: <b>R500, excl VAT</b> for clients and public	June 2018 ongoing	<ol style="list-style-type: none"> <li>*Financial Services Overview: <b>3.5 CPD hours*</b></li> <li>Short-term Insurance Commercial Lines: <b>6.5 CPD hours</b></li> </ol> <p>Total: <b>10 CPD hours</b> if first-time Class of Business registration</p> <p><b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>	iisa members: <ol style="list-style-type: none"> <li>*Financial Services Overview: <b>3.5 CPD hours*</b></li> <li>Short-term Insurance Commercial Lines: <b>6.5 CPD hours</b></li> </ol> <p>Total: <b>10 CPD hours</b> if first-time Class of Business registration</p> <p><b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>
Class of Business Investments: <b>R500, excl VAT</b> for clients and public	June 2018 ongoing	To be confirmed	To be confirmed
Class of Business Pension Fund Benefits: <b>R500, excl VAT</b> for clients and public	June 2018 ongoing	To be confirmed	To be confirmed
Class of Business Short & Long-term Deposits: <b>R500, excl VAT</b> for clients and public	July 2018 ongoing	To be confirmed	To be confirmed
Class of Business Structured Deposits: <b>R500, excl VAT</b> for clients and public	July 2018 ongoing	To be confirmed	To be confirmed
Class of Business Forex Investments: <b>R500, excl VAT</b> for clients and public	July 2018 ongoing	To be confirmed	To be confirmed

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
Fit & Proper Update: Price to be confirmed	August 2018 ongoing	To be confirmed	To be confirmed
Fit and proper for key individuals – become fighting fit! Price to be confirmed	October 2018 ongoing	To be confirmed	To be confirmed
Fundamental Financial Maths Skills: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Estate Planning: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Tax for Financial Planners: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Business Assurance: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Investment Planning: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Retirement Planning: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed

#### Workshops:

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
Class of Business Long-Term Insurance: *Financial Services Overview & Economic and Investment Overview: R1 800, excl. VAT plus Long-term Insurance R1 800, excl. VAT Total cost: <b>R3 600, excl. VAT if first- time COB registration</b> *Note: Overview modules are only done (and paid for) with first registration for Class of Business	August 2018 ongoing	<ol style="list-style-type: none"> <li>1. *Financial Services Overview: <b>3.5 CPD hours*</b></li> <li>2. *Economic and Investment Overview: <b>3 CPD hours*</b></li> <li>3. Long-term Insurance: <b>6.5 CPD hours</b></li> </ol> <p>Total: <b>13 CPD hours</b> if first-time Class of Business registration <b>*Note:</b> Financial Services Overview and Economic and Investment Overview modules are only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>	<p>FPI members:</p> <ol style="list-style-type: none"> <li>1. *Financial Services Overview: 3 CPD Points Ethics &amp; PS, 0.5 CPD Point for successful completion &amp; pass of online assessment</li> <li>2. *Economic and Investment Overview: 2.5 CPD Points (Knowledge), 0.5 CPD Point for successful completion &amp; pass of online assessment</li> <li>3. Long-term Insurance: 6 CPD Points (Knowledge), 0.5 CPD Point for successful completion &amp; pass of online assessment</li> </ol> <p><b>*Note:</b> Financial Services Overview and Economic and Investment Overview modules are only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration</p>

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
Class of Business Health Services Benefits: *Financial Services Overview: R1 800, excl. VAT plus Health Services Benefits R1 800, excl. VAT Total: <b>R3 600, excl. VAT if first-time COB registration</b> <b>*Note:</b> Overview module is only done (and paid for) with first registration for Class of Business	August 2018 ongoing	1. *Financial Services Overview: <b>3.5 CPD hours*</b> 2. Health Services Benefits: <b>6.0 CPD hours</b>  Total: <b>9.5 CPD hours</b> if first-time Class of Business registration  <b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module can only be claimed on first COB registration	FPI members: 1. *Financial Services Overview: 3 CPD Points Ethics & PS, 0.5 CPD Point for successful completion & pass of online assessment 2. Health Services Benefits: 2 CPD Points Ethics & Practice Standards, 3.5 CPD Points (Knowledge), 0.5 CPD Point for successful completion & pass of assessment <b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module can only be claimed on first COB registration
Class of Business Short-term Insurance Personal Lines: *Financial Services Overview: R1 800, excl. VAT plus Short-term Insurance Personal Lines: R1 800, excl. VAT Total: <b>R3 600, excl. VAT if first-time COB registration</b> <b>*Note:</b> Overview module is only done (and paid for) with first registration for Class of Business	August 2018 ongoing	1. *Financial Services Overview: <b>3.5 CPD hours*</b> 2. Short-term Insurance Personal Lines: <b>6.5 CPD hours</b>  Total: <b>10 CPD hours</b> if first-time Class of Business registration  <b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module can only be claimed on first COB registration	iisa members: 1. *Financial Services Overview: <b>3.5 CPD hours*</b> 2. Short-term Insurance Personal Lines: <b>6.5 CPD hours</b>  Total: <b>10 CPD hours</b> if first-time Class of Business registration  <b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module can only be claimed on first COB registration
Class of Business Short-term Insurance Commercial Lines: *Financial Services Overview: R1 800, excl. VAT plus Short-term Insurance Commercial Lines: R1 800, excl. VAT Total: <b>R3 600, excl. VAT if first-time COB registration</b> <b>*Note:</b> Overview module is only done (and paid for) with first registration for Class of Business	August 2018 ongoing	1. *Financial Services Overview: <b>3.5 CPD hours*</b> 2. Short-term Insurance Commercial Lines: <b>6.5 CPD hours</b>  Total: <b>10 CPD hours</b> if first-time Class of Business registration  <b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration	iisa members: 1. *Financial Services Overview: <b>3.5 CPD hours*</b> 2. Short-term Insurance Commercial Lines: <b>6.5 CPD hours</b>  Total: <b>10 CPD hours</b> if first-time Class of Business registration  <b>*Note:</b> Financial Services Overview module is only completed once, and not repeated for subsequent Class of Business registrations therefore CPD points for Overview module/s can only be claimed on first COB registration
Class of Business Investments: *Financial Services Overview & Economic and Investment Overview:	August 2018 ongoing	To be confirmed	To be confirmed

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
R1 800, excl. VAT plus Investments R2 700, excl. VAT Total cost: <b>R4 500, excl. VAT if first-time COB registration</b> <b>*Note:</b> Overview modules are only done (and paid for) with first registration for Class of Business			
Class of Business Pension Fund Benefits: <b>*Financial Services Overview &amp; Economic and Investment Overview:</b> R1 800, excl. VAT plus Pension Fund Benefits: R1 800, excl. VAT Total cost: <b>R3 600, excl. VAT if first-time COB registration</b> <b>*Note:</b> Overview modules are only done (and paid for) with first registration for Class of Business	August 2018 ongoing	To be confirmed	To be confirmed
Class of Business Short & Long-term Deposits: <b>*Financial Services Overview:</b> R1 800, excl. VAT plus Short-term & long-term deposits: R1 800, excl. VAT Total: <b>R3 600, excl. VAT if first-time COB registration</b> <b>*Note:</b> Overview module is only done (and paid for) with first registration for Class of Business	August 2018 ongoing	To be confirmed	To be confirmed
Class of Business Structured Deposits: <b>*Financial Services Overview and Short-term &amp; long-term deposits:</b> R1 800, excl. VAT Total: <b>R3 600, excl. VAT if first-time</b>	August 2018 ongoing	To be confirmed	To be confirmed

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
<b>COB registration</b> <b>*Note:</b> Overview is only done (and paid for) with first registration for Class of Business, Short-term and long-term deposits is only done (and paid for) if not completed previously as a separate class of business module			
Class of Business Forex Investments: *Financial Services Overview: R1 800, excl. VAT plus Forex Investments: R1 800, excl. VAT Total: <b>R3 600, excl. VAT if first-time COB registration</b> <b>*Note:</b> Overview module is only done (and paid for) with first registration for Class of Business	August 2018 ongoing	To be confirmed	To be confirmed
Fit and proper for key individuals – become fighting fit! Price to be confirmed	October 2018 ongoing	To be confirmed	To be confirmed
Fundamental Financial Maths Skills: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Estate Planning: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Tax for Financial Planners: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Business Assurance: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Investment Planning: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed
1-2-3 of Retirement Planning: Price to be confirmed	To be confirmed	To be confirmed	To be confirmed



### Recognised CPD Publications

Course & Cost	Availability:	Regulatory (FSCA fit & proper) CPD hours	Professional Body member CPD hours
<p>Moonstone Monitor:  <b>R750, excl. VAT</b> for clients &amp; public <i>per quarterly registration</i></p>	<ul style="list-style-type: none"> <li>• 7 June 2018</li> <li>• 6 September 2018</li> <li>• 6 December 2018</li> <li>• 7 March 2019</li> </ul> <p>Each quarterly registration provides <b>100 days access with a minimum of 12 weekly editions, reading articles and related assessments</b></p>	<p><b>0.5 CPD hours per weekly edition</b> by reading through the CPD articles and completing an online assessment. Note that a min. 100% pass mark is required to obtain CPD hours but you have more than one opportunity to complete the assessment</p>	<p>FPI members:            0.5 Points (Knowledge) per weekly edition and assessment successfully completed (100% pass mark required)</p>