



## Certified Banker (CB) Important Notes for Exemption Application

1. Please read the “Certified Banker Programme Handbook” and fully understand the rules and regulations.
2. To apply for exemption, the applicant should be a current member of The Hong Kong Institute of Bankers (the Institute).
3. The applicant should submit all relevant documentary evidence for his/her qualifications (i.e. certificates, official transcripts, etc.) together with the exemption application. Only **certified true copies** of the documents are accepted. We only accept photocopies of the documents which are certified as true copies by:
  - (i) The Hong Kong Institute of Bankers; or
  - (ii) Current employer’s HR Department; or
  - (iii) Liaison Officer (District Offices), Home Affairs Department of the HKSAR
4. Exemption application will only be considered if over 70% of the Institute’s syllabus is covered. Applicant should provide a **mapping table (See Annex)** listing the equivalent topics between syllabus of CB module(s) and syllabus of qualifications/courses obtained.
5. Applicant may apply module(s) exemption with an exemption ceiling:-
  - 75% (with non-HKIB programme no more than 50%) of the total credits on the Advanced Diploma for Certified Banker
  - 50% on the Professional Diploma for Certified Banker.
  - 2 Modules of the Postgraduate Diploma in Credit Management for Certified Banker. The candidate needs to pass the Integrated Case Study Examination to complete Certified Banker.
6. The application fee of HK\$200 is non-refundable.
7. Only successful application will be charged for exemption fees. The amount of exemption fee is subject to the number of module(s) approved.
8. All documents submitted will not be returned regardless of the result of the application.
9. To apply for exemption on ECF AML/CFT (Core) or ECF on Credit Risk Management (Core) by using respective grandfathering certificate, please also submit the form – Recognising Prior Learning Assessment Criteria for ECF on AML/CFT (Core Level) or ECF on Credit Risk Management (Core Level). For further details, please contact HKIB.
10. To apply for exemption on ECF AML/CFT (Professional) or Commercial Lending for ECF on Credit Risk Management (Professional) or Credit Portfolio Management for ECF on Credit Risk Management (Professional) by using respective grandfathering qualification, Applicant need to pass the passing the written assessment developed by the HKIB. For further details and arrangement for the assessment, please contact HKIB.
11. Please read “[Policy of Personal Data Protection](#)” set out on HKIB website before application.



12. The Institute reserves its right to refuse application for exemption if deemed appropriate.
13. Exemption results will normally be given in writing within two months after the receipt of application and sufficient supporting documents. If further assessment is needed due to unexpected circumstances, separate notifications will be given. The decision of the Institute is final and cannot be appealed.

## Contact Us

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