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Introduction

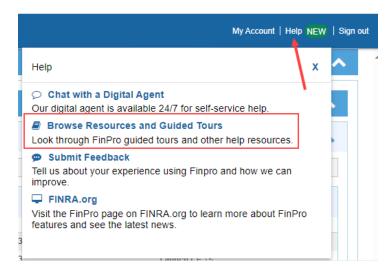
The North American Securities Administrators Association (NASAA) created the Exam Validity Extension Program (EVEP) to allow eligible individuals the opportunity to extend the validity of certain state examinations for a period of up to five years. All eligible individuals can enroll in the EVEP; however, exam extensions are only recognized in states that have adopted the program at the time the individual applies for the RA registration.

Additional Resources

For more information about NASAA's EVEP, visit <u>NASAA's EVEP page on NASAA.org</u> where NASAA has posted an Overview, the Model Rules, State Adoption information, and FAQs.

For a list of IAR CE course providers, please visit <u>NASAA's Approved IAR CE Providers</u> page.

When you access FinPro, you can access help documentation through the "Browse Resources and Guided Tours" option available in the "Help" menu.





Feedback and Support

If you have any questions about the program, please contact NASAA staff at exams@finra.org for their team to review and get back to you.

Eligibility Conditions

To be eligible for the IAR EVEP, an individual must:

- 1. be qualified for the RA registration by passing either the S66 exam (for which they now have a valid S65 credit) or the S65 exam;
- 2. have been registered as an investment adviser representative for at least one year immediately preceding the termination of the investment adviser registration;
- 3. elect to participate in the EVEP within two years from the effective date of the termination of the investment adviser registration;
- 4. have a status of IAR CE Not Required, IAR CE Required, or IAR CE Satisfied if the individual is already part of NASAA's Investment Adviser Representative Continuing Education (IAR CE) program; and
- 5. completes all continuing education requirements by Dec. 31 of each year in which the individual participates in the IAR EVEP.

The following conditions will preclude participation in the IAR EVEP:

- 1. An individual has a status of IAR CE Failed to Renew (FTR) if they are already part of NASAA's Investment Adviser Representative Continuing Education (IAR CE) program or fails to complete IAR CE for two consecutive years during their participation.
- 2. An individual is subject to a statutory disqualification as defined in Section 3(a)(39) of the Exchange Act while registered as an investment adviser representative or at any period after termination of the registration.

If either of these events occurs before or during an individual's participation in the IAR EVEP, they will not be eligible to participate or continue participation.

Note: Individuals who used a professional designation instead of an exam to qualify for the RA registration, may continue to use the professional designation to qualify for registration in the future as long that professional designation is maintained but a valid S65 or S65 credit is required to enroll in EVEP.



Enrolling in IAR EVEP

Eligible individuals may elect to participate in IAR EVEP immediately after their investment adviser registration is terminated via a full <u>Form U5</u>.

Accessing FinPro

IAR EVEP enrollment is only available in your FinPro account. Instructions to set up a FinPro account are available in the <u>Sign Up For FinPro user guide</u>.

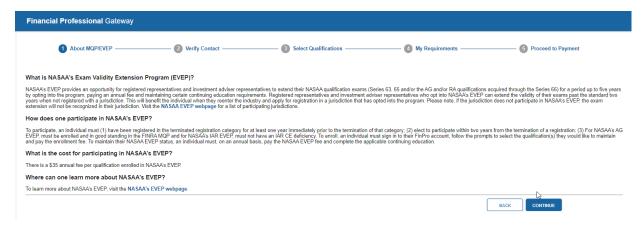
If you have logged in to FinPro before, you can navigate directly to FinPro page.

Enrolling in the IAR EVEP

Once logged in, FinPro individuals who are eligible for NASAA's IAR EVEP will see a banner in the **Reminders** section of the page. Select the **Learn More** button to begin the enrollment process.



Selecting the Learn More button, takes individuals to a page that describes the program. If the user is also eligible for FINRA's Maintaining Qualifications Program (MQP), the MQP information will display first. Click **Continue** to proceed. Click the **Back** or **Back to Home** options to return to FinPro.

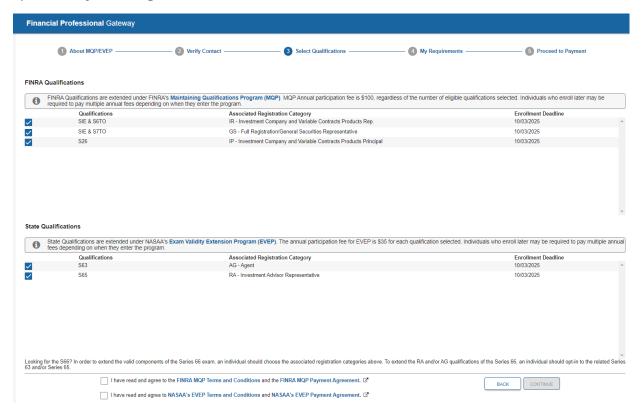




Next, the individual should confirm their current email address before clicking the **Save and Continue** button. Be sure to provide an email address that can be accessed if an individual leaves the current firm. The email address they provided will be used for future password resets and program reminders to complete the required continuing education and re-enroll.

Next, select the qualification(s) to enroll in the program before the applicable deadline. If the individual is also eligible for FINRA's MQP, or NASAA's AG EVEP, these options will also be available. If the individual previously enrolled in another program, that program will be grayed out.

Individuals must also agree to the program-specific **Terms and Conditions** and program-specific **Payment Agreements** to continue.



Next the user will be directed to the **My Requirements** page which details enrollment fees. If the user is also enrolling in FINRA's MQP, this page will include the MQP CE learning plans that will be assigned. If there are IAR CE Requirements in the current calendar year, the requirements will be shown.



On the next screen, the user will be asked to provide bank account or credit card information to pay the program fees.

Once the payment has been submitted a confirmation screen will display.

The user should click the **ok** link at the bottom of the confirmation screen to return to the FinPro Summary page.

The user will not be enrolled in the program until the payment processing has completed.

An IAR EVEP enrollment status will be displayed near the top of the FinPro Summary page. Note that the **Payment Pending** status may display for several minutes on the Summary section after completing the payment. The user should refresh the page to see the latest status after payment processing is complete.

IAR Continuing Education (IAR CE)

Once enrolled in the IAR EVEP, an individual must complete 12 credits of IAR CE annually (six Products and Practice credits and six Ethics and Professional Responsibility credits).

Course completions must be submitted to FINRA by the approved course provider by Dec. 31 of each year of enrollment.

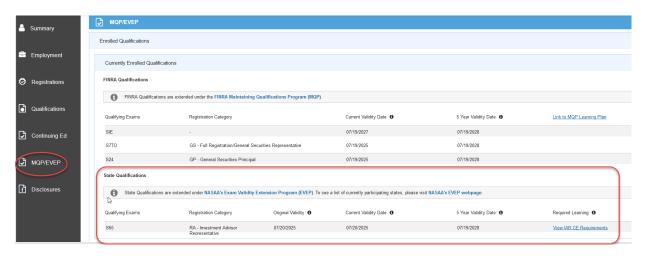
Note: If an individual did not have an IAR CE requirement prior to enrolling in the IAR EVEP, the individual will not have an IAR CE requirement during the balance of the first calendar year of enrollment.

For a list of IAR CE course providers, please visit NASAA's Approved IAR CE Providers page.

While enrolled in IAR EVEP, IAR CE course completions can be tracked in the IAR CE area of the Continuing Ed tab in FinPro. If courses completed do not appear in this section, please contact the course provider to ensure they have your name spelled correctly and your correct CRD number.

Use the MQP/EVEP tab in FinPro to review your exam validity dates. The Enrolled Qualifications section details qualifications that have been successfully enrolled in the MQP and/or EVEP.





In the State Qualifications portion, the Original Validity date represents the original validity date of your qualification. States who do not participate in IAR EVEP will use this date to determine the validity of your qualification when you re-register in their state.

The Current Validity Date represents the last day your qualification will be valid based on your current IAR EVEP status, as of today's date. States who are currently participating in IAR EVEP will use this date to confirm your qualification validity when you re-register in their state. If there is no date listed, and you are enrolled in IAR EVEP, please refer to the Qualifications tab for validity information.

The 5 Year Validity Date represents the last day your qualifications will be valid, assuming you complete IAR EVEP for the maximum five-year period. If there is no end date, please refer to the Qualifications tab for validity information.

IAR CE Participants

Individuals who already had an IAR CE requirement due to a previous RA registration in a state that requires IAR CE, must have a status of IAR CE Not Required, IAR CE Required or IAR CE Satisfied to satisfy the last eligibility requirement to enroll in IAR EVEP.

If you have an IAR CE Inactive status *and* are still within two years from your RA termination date, you can complete enough IAR CE credits to bring your status to IAR CE Required. The course completions must be submitted to FINRA by the IAR CE provider before the two-year anniversary of your termination date.

For instance, if the IAR was registered in Maryland in October 2021 and then leaves the industry in October 2022 having completed 12 credits of CE for 2022, and has not yet completed IAR CE for 2023 and 2024 (IAR CE Inactive) and wants to become eligible to join



IAR CE in 2024, they would need to complete 12 IAR CE credits for 2023 and have those credits submitted to FINRA before their October 2024 two year termination date to bring their IAR CE status to IAR CE Required for 2024.

For a list of IAR CE course providers, please visit <u>NASAA's Approved IAR CE Providers</u> page.

Once you have an IAR CE status due to a registration in a state that requires IAR CE, on or after the date the state adopts that requirement, you have a requirement to complete 12 IAR CE credits per year. The 12 credits must include six Product & Practices credits and six Ethics and Professional Responsibility credits.

Individuals who do not complete their IAR CE requirements for the previous two years for which there is a CE obligation, will not remain eligible to participate or enroll in IAR EVEP. To reactivate the impacted registrations, the individual must requalify by examination.