

**Request for Additional Time Based on Limited English Proficiency (LEP)**

**CANDIDATE INFORMATION AND ATTESTATION**

Name: \_\_\_\_\_  
 Residential Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Employer Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 CRD # or FINRA ID #: \_\_\_\_\_ Exam/Series #(s): \_\_\_\_\_

**\* FINRA will only process LEP forms for Securities Industry Essentials (SIE) exam and unsponsored qualification exam candidates. If you are a sponsored (CRD) candidate, your firm must submit your LEP Request via CRD for qualification exams. Please contact your registration/compliance officer for more details.**

I hereby request additional time to complete the SIE or qualification exam(s) referenced above because I do not speak English as my primary language *and* I have limited ability to read, speak, write and understand the English language. I understand that any misrepresentation with respect to my LEP eligibility or any of the information provided on this form may result in a disciplinary action or other proceeding by FINRA, other self-regulatory organizations or state or bank regulators, as appropriate.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FINRA MEMBER FIRM \* OR SPONSORING ORGANIZATION INFORMATION AND ATTESTATION**

Select the box if there is no FINRA Member Firm or Sponsoring Organization

Firm/Organization Name: \_\_\_\_\_ Firm CRD # (if applicable): \_\_\_\_\_  
 Name/Title of Authorized Representative/FINRA registered principal or officer: \_\_\_\_\_ CRD #(if applicable): \_\_\_\_\_  
 Firm/Organization Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

I represent and certify that, to the best of my knowledge, \_\_\_\_\_, the candidate identified above, has limited English proficiency. I understand that any misrepresentation with respect to this candidate's LEP status or any of the information provided on this form may result in a disciplinary action or other proceeding by FINRA, other self-regulatory organizations or state or bank regulators, as appropriate.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*Note for FINRA Member Firms: The authorized representative signing this form must be a registered principal or officer of the firm.

Sponsored CRD Candidates – Your firm must submit your LEP Request via CRD for qualification exams. FINRA *will not* process LEP Request forms for sponsored, CRD candidates unless it is for the SIE exam.

Un-sponsored Candidates and SIE Exam Takers – Send the completed LEP Request form to FINRA – Attention: LEP Support Services Team via: (1) email (only PDF file format will be accepted) to [LEPRequest@finra.org](mailto:LEPRequest@finra.org); or (2) fax to (202) 689-3487.