ENROLLING IN THE AG EVEP
WHEN ALREADY ENROLLED IN THE MQP

This user guide details how to enroll in NASAA’s Exam Validity Extension Program for broker-dealer agents (AG EVEP) when already enrolled in FINRA’s Maintaining Qualifications Program (MQP).

If you wish to learn more about enrolling in NASAA’s EVEP for investment adviser representatives (IAR EVEP), please refer to the IAR EVEP user guide.

Accessing FinPro

MQP and EVEP enrollment is only available in your FinPro account. Instructions to set up a FinPro account are available here.

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

Enrolling in the AG EVEP When Already Enrolled in the MQP

Once logged in, FinPro users who are already enrolled in the MQP and are eligible to add AG EVEP will see a banner in the Reminders section of the page. Select the Learn More button to begin the enrollment process for AG EVEP.

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Learn More will take individuals to the Eligible Qualifications section of FinPro to view which qualifications are eligible to be enrolled. To continue to enroll in AG EVEP, click Enroll Now.

Upon clicking the Enroll Now button, individuals are taken to a page that describes the MQP program. Click Continue to proceed.

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On the next screen, confirm the email address before clicking the Save and Continue button. Be sure to provide an email address that can be accessed if an

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individual leaves the current firm. The email address provided will be used for future password resets and program reminders to complete the Learning Plan and to re-enroll.

Select the S63 State Qualification to enroll in the program before the applicable deadline. The FINRA Qualifications already enrolled in the MQP are displayed in the FINRA Qualifications section.

Agree to the EVEP Terms and Conditions and the EVEP Payment Agreement to continue.

Next, the individual is directed to the My Requirements page which details enrollment fees and CE learning plans to be assigned.

Individuals enrolling in the AG EVEP will be required to complete the assigned MQP CE learning plan. There are no additional AG EVEP CE obligations.

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After selecting Continue to Payment, input the details of the desired payment method and click Submit Payment.

Once the payment for the AG EVEP enrollment has been submitted, a confirmation screen will display.

Click the OK link at the bottom of the confirmation screen to return to the FinPro Summary page.

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Click **OK** to acknowledge a successful enrollment and that payment is being processed.

The individual’s AG EVEP enrollment status will be displayed near the top of the page.

The status will remain **Eligible** until the payment process has been completed. Refresh the page to get a status update.

**MQP and EVEP Information in FinPro**

To view additional information, select either the current **MQP/EVEP Status**, the **MQP/EVEP** tab on the left navigation panel, or the **Manage My MQP/EVEP** link in the menu on the right.

There are three elements in the MQP section of an enrolled individual’s FinPro profile:

1. Enrolled Qualifications: This section details qualifications that have been successfully enrolled in the MQP and EVEP.

![FinPro MQP/EVEP Section – Current Enrollments](image)

2. Previously Enrolled Qualifications: This section details qualifications that were enrolled in the MQP and EVEP but are no longer enrolled.

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3. Eligible Qualifications: This section details qualifications eligible for the MQP and EVEP that are not enrolled. Click Enroll Now to begin the enrollment process for any of the eligible qualifications.

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