Canadian Investment Regulatory Organization (CIRO) (formerly Mutual Fund Dealer's Association (MFDA)) continuing education (CE) requirement

All investment representatives are required to complete a total of 30 CE credits by Nov. 30 to meet the MFDA Policy 9 Continuing Education ("CE") Requirements that took effect on Dec. 1, 2021. You need to record this information in your CIRO Continuing Education Reporting and Tracking System (CERTS) account prior to the deadline. This education requirement applies to all mutual fund registered investment representatives – including licensed support staff.

Failure to meet your CE obligation will impact your ability to place trades for your clients.

Accessing your CERTS account

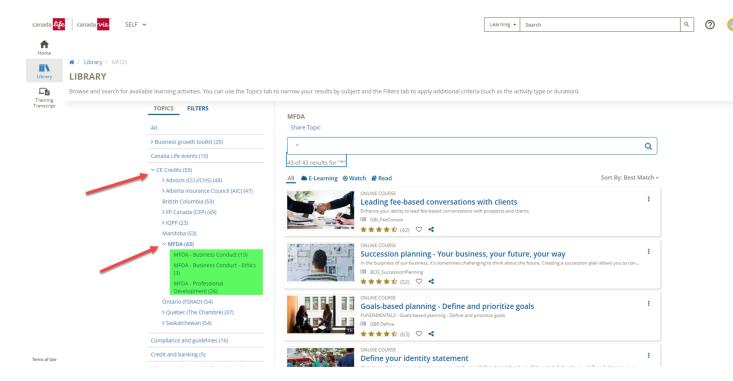
To record your CE information into your CERTS account, you must have your account set up, and email address up to date.

In your CERTS account, you'll find available courses in the CIRO course catalogue including two mandatory compliance CE credit courses.

For information on CIRO's Continuing Education Program, including CE requirements by category, setting up a CERTS account, and CE activity reporting, please refer to the MFDA CE Program Participant Guide.

Quadrus can help

- You'll find accredited courses in <u>The Learning Centre</u> that are eligible to help you meet your CE requirements. Not sure where to start looking?
 - Check out some courses we packaged by category:
 - Professional Development
 - Business Conduct
 - Business Conduct Ethics
 - Or go to your library and follow the path below:



Some courses might quality for both mutual funds and insurance requirements – check out
The Learning Centre for more information

Questions?

For any other questions please reach out to your Regional Compliance Consultant (<u>Advisor site</u> | <u>Your Key Connection</u>)

