

# Statement of professional standing

The FSA requires that retail investment advisers hold a **Statement of Professional Standing (SPS)** from 1 January 2013\*

## An SPS confirms that an adviser:

- Has adhered to a code of ethical standards
- Holds the required qualifications for the activities they undertake (including completion of gap fill if relevant); and
- Has completed appropriate CPD and complied with APER (Statements of Principle and Code of Practice for Approved Persons)

Members advising on packaged products and/or securities/derivatives can apply for their FREE CII SPS.

## Key facts:

- Free to members
- Valid for 12 months
- Expiry linked to membership renewal date
- Supplied as an electronic printable e-certificate

See overleaf for further information on obtaining a CII SPS.

\* Applies to advisers deemed competent by the FSA on or before 31 December 2012. A 'safety net' 60 day period of grace is available from this date.

## Statement of professional standing

John Smith

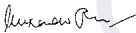
FSA Individual Reference No:  
123456789

People must be approved by the FSA before giving financial advice. You can check if this person is approved by the FSA to give advice by going to [www.fsa.gov.uk/register](http://www.fsa.gov.uk/register) and searching with their FSA individual reference number shown above.

The Chartered Insurance Institute (CII) has issued this statement to the above named adviser. The CII has checked that the adviser meets the required qualification standard and confirms the adviser has signed an annual declaration stating that they have kept their knowledge up to date and complied with the Statements of Principle and Code of Practice for Approved Persons (APER).

Date of issue:  
1 January 2012

Valid until:  
31 August 2012

  
Dr Alexander Scott,  
CEO, Chartered Insurance Institute

The Chartered Insurance Institute (CII) is the premier professional body for the financial services profession with over 100,000 members in more than 150 countries. It promotes higher standards of integrity, technical competence and business capability. The person named above is a member of the CII and is bound by a Code of Ethics as a condition of membership. For more information, visit [www.cii.co.uk/members](http://www.cii.co.uk/members)

Personal Identity Number 0123456789



An example CII SPS.

SPS made simple



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A CENTURY OF  
PROFESSIONALISM



# Obtaining a CII SPS

## Scenario 1 – no gap fill required

Qualification gap fill is not required as qualifications already meet the RDR exam standards in full.

Relevant to:

- CII Diploma in Regulated Financial Planning holders
- Non-CII ‘fully RDR compliant’ qualification holders

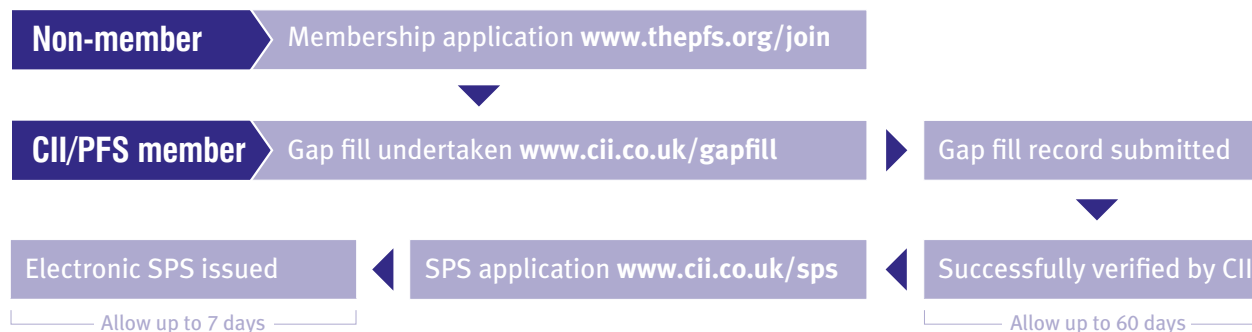


## Scenario 2 – gap fill required

Qualification gap fill is required in order to meet the RDR exam standards in full. This must be successfully verified by the CII before submitting an SPS application.

Relevant to:

- CII ‘transitional qualification’ holders, e.g. Diploma/Advanced Diploma in Financial Planning and AFPC
- Non-CII ‘transitional qualification’ holders with completed gap fill signed off by another Accredited Body (members go direct to SPS application)
- Non-CII ‘transitional qualification’ holders completing gap fill with the CII/PFS



### When applying, advisers need to confirm:

- Their FSA Individual Reference Number (this is validated against the FSA Register)
- Which relevant FSA TC Appendix 1.1 activities they undertake
- Which appropriate qualification(s) they hold for activities they undertake (relevant CII qualifications are pre-populated)
- Their adherence to a declaration

### Important notes regarding non-CII qualifications:

- CII framework credits are not issued as part of this process and can only be obtained through a CII recognition of prior learning application.
- Members will not be eligible to use the DipPFS membership designation solely as a result of the SPS application process.

Visit the CII SPS application centre at [www.cii.co.uk/sps](http://www.cii.co.uk/sps)