

## **A. EXAMINATIONS FOR REGISTRATION IN PUBLIC REGISTRY**

The procedure for enrolling and taking the CySEC examinations as well as the registration and renewal of your registration in the CySEC Public Registry of Certified Persons is explained below:

### **Exam enrollment**

- To enroll for the exams you have to:
  - A. Fill in the [Online Examination Form](#) and submit it
  - B. Send the proof of payment of the examination fee ([JCC](#) / [Bank A/C](#)) to [certifications@cysec.gov.cy](mailto:certifications@cysec.gov.cy)
- The exams have two levels, the Basic (fee is 200 Euro) and the Advanced (fee is 300 Euro).
- After the examination fee is paid, CySEC will send you the workbook, and Chartered Institute for Securities & Investment (CISI) will contact you via email to confirm the registration, at the email you have provided.

### **Exam Info**

- The CySEC exams take place every Tuesday at the Cyprus International Institute of Management ([CIIM](#)) premises in Nicosia (Akadimias 21, Aglantzia 2107, tel. +35722462246).
- The exam format is multiple choice and fully computerised. Passing mark is 70%.
- Once you take the examination, you will have to check the CySEC announcement of the successful candidates in which you will have to check the Certificate Numbers (CN).

### **Registry of Certified Persons and Renewal of your Registration**

- Successful candidates need to fill in the [Registration Form](#) and send it to [certifications@cysec.gov.cy](mailto:certifications@cysec.gov.cy) in order to register in the CySEC Public Registry of Certified Persons. Registration is valid for one year.
- The next year following your registration and every year after that, you will need to complete the Continuous Professional Development (CPD) Seminars to be eligible to remain in the CySEC Public Registry of Certified Persons.
- To do so you will need to participate in the CPD Seminars provided by CySEC or other organizations. Furthermore, you will need to fill in and submit the [Renewal Form](#) (80 Euro annual fee) **every year**.

## **B. COMPLIANCE OFFICER/ AML COMPLIANCE OFFICER EXAMS:**

Individuals who already work or wish to work as **Compliance Officers** in one of the following groups of supervised entities, need to pass the Advanced Level examination and be included in the CySEC Registry of Certified Persons:

- CIF/IF
- UCITS
- AIMF
- AIF

Individuals who already work as **AML Compliance Officers** and wish to work in one of the following groups of supervised entities, have to wait for the CySEC **AML Compliance Officer** exams to be announced:

- ASP
- CIF/IF
- UCITS
- AIMF
- AIF

For more information, you may visit the CySEC website at the following links:

[Cysec Exams](#)

[Directive](#)