

## HOUSE OF TRAINING – CAMS CERTIFICATION APPLICATION PREAPPROVAL FORM

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Country: \_\_\_\_\_

City: \_\_\_\_\_

Institution: \_\_\_\_\_

### HOW TO APPLY?

1. Fill out the Eligibility Form on the next page.
2. Gather all supporting documentation.
3. Submit this Application Preapproval Form to House of Training along with the supporting documentation.
4. If your Preapproval form is approved, you will be provided with the necessary information in order to complete your entire application online. Please note that the official online application will require you to:
  1. Complete eligibility information
  2. Upload supporting documentation
  3. Enter information for (3) Professional References
  4. Sign the Test Taker Agreement Form
  5. Sign the Affidavit

## ELIGIBILITY FORM

Candidates who wish to take the CAMS Examination must have a minimum of 40 qualifying credits based on education, other professional certification, and professional experience in the anti-money laundering field, in addition to providing 3 references. The following table represents the ACAMS credit award system for examination eligibility.

### I. EDUCATION

*\*Select highest level of education*

- Associate Degree (10 credits)
- Bachelor's Degree (20 credits)
- Masters Degree/PhD/JD or Equivalent (30 credits)

*Supporting documentation must accompany information submitted.*

### II. PROFESSIONAL EXPERIENCE

Each year of full-time experience in anti-money laundering or related duties in a financial institution.

Professional experience is limited to 3 years. (10 credits/year)

*Select years of experience*

- 1 year (10 credits)
- 2 years (20 credits)
- 3 years (30 credits)

### III. TRAINING

Professional Certification (Financial Related) — (CPA, CPP, CRCM, CFE, CPE, CIA, CA/AML, FINRA Series, etc.)\*\*\*

Any certification program must include a minimum of eight (8) hours of instruction and a certification exam.

\*\*\*provide copies of certificate(s) and proof of valid membership in good standing

If you are CAMS certified add 40 credits

Enter amount of certifications  (10 credits/certification)

ACCA Membership (Chartered Certified Accountant)

ACCA Membership includes completion of the ACCA Qualification Exams, Professional Ethics Module and Practical Experience Requirements.

\*\*\*provide copies of Professional Level Certificate and proof of valid membership in good standing

Select if you have an ACCA Membership  (30 credits)

Attendance at a course/seminar/web seminar/conference/educational and or training session on the topic of money laundering control and/or related subjects – (Includes internal and external training, training by government agency, completion of the American Bankers Association Compliance or Graduate School or your country's equivalent.)

\*\*\*provide copy of certificate(s) of attendance or receipt of payment from entity conducting training)

Enter amount of credits  (1 credit per hour)

**TOTAL AMOUNT OF CREDITS:**  (at least 40 are required)

*\* Only one degree may be used toward the 40 qualifying credits for the CAMS examination.*

*\*\*\* Please note, these credits are in recognition of the AML/Financial Fraud portion of the FINRA certification training. As such, you will only earn a maximum of 10 credits regardless of the number of FINRA licenses you possess.*

*\*\*\*\* Supporting documentation (if necessary accompanied by a translation in English) must accompany information submitted to meet minimum credit criteria in order to sit for the CAMS Examination (i.e., copies of degree, certificates of completion). Please submit all required documentation with your completed application and fee.*

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