



In order to be considered for recognition against Adviserlink courses you will need to have assessed by Adviserlink, your prior learning and/or experience, skills, and competence. This will generate a **Gap Analysis Report**, which will identify your experience and qualifications, recommend an appropriate path of learning, identify applicable recognition of course attainment, and recommend options to achieve your educational goals.

An admin fee of **\$175** is charged for the Gap Analysis report. Discounts may apply for professional bodies, groups or partner programmes. To assist you in understanding this application, please read the summary **RPL / RCC Guidelines** included with this document.

**1. Contact details - Please complete this section in full:**

Personal Details			
First Name		Company Name	
Last name		City Location	
Date of birth		Postal	
Email		Job title	
Telephone	(work)	(mobile)	(fax)
How many years in the industry?		Male	Female
Tick the box that best describes your main area(s) of business:			
<input type="checkbox"/> Investment Advice	<input type="checkbox"/> Financial Planning	<input type="checkbox"/> Risk Insurance	<input type="checkbox"/> Health Insurance
<input type="checkbox"/> Savings Advice	<input type="checkbox"/> Estate Planning	<input type="checkbox"/> Fire and General Insurance	<input type="checkbox"/> Mortgage Broking
<input type="checkbox"/> Lending Advice	<input type="checkbox"/> Accounting Advice	<input type="checkbox"/> Share Broking	<input type="checkbox"/> Real Estate Investment
<b>Other ▶</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Legal Advice

**2. Are you currently a MEMBER of any of the following PROFESSIONAL ASSOCIATIONS?**

Professional Association	Yes ✓	Seeking Membership ✓	Level of Membership
Institute of Financial Advisers (IFA)			
Insurance Brokers Association NZ - IBANZ			
Life Brokers Association - LBA			
Professional Advisors Association - PAA			
NZ Mortgage Brokers Association - NZMBA			
Society Independent Financial Advisers - SIFA			
NZ Institute of Chartered Accountants - NZICA			
OTHER (Please specify)			

**3. Are you seeking to achieve, or already have:**

<b>Professional Designation/Certification</b>	<b>Attained ✓</b>	<b>Seeking to Attain ✓</b>
PAA Approved Status		
PAA Associate Financial Adviser (AFA)		
PAA Principal Financial Adviser (PFA)		
Associate Financial Planner AFP		
Associate Life Underwriter ALU		
Certified Financial Planner CFP		
Chartered Life Underwriter CLU		
ANZIIF Certified Insurance Professional CIP		
NIBA / IBANZ QPIB (current)		
MDRT		
Other (please specify)		

**4. What previous ADVISERLINK courses have you COMPLETED?**

*If any courses are still in progress (Work In Progress – WIP) please mention this.*

<b>Component</b>	<b>Attained ✓</b>	<b>WIP ✓</b>	<b>Study Method WS/DL (workshop or distance learning)</b>	<b>Year</b>
Introduction to Financial Planning				
Fundamentals and Processes of Financial Planning				
Fundamentals of Investment				
Fundamentals of Personal Risk Management or Personal Risk Management				
Practice Management				
Business Financial Services or Business Financial Solutions				
Essentials of Mortgage Broking or Mortgage Broking Essentials				
NZFS Industry Essentials				
Advice Process I – Consultative Selling skills				
Advice Process II – Needs Analysis				
Advice Process III – Presenting Recommendations				
Financial Plan Construction and Review				
Investment Planning				
Superannuation and Retirement Planning (KiwiSaver)				
Estate Planning				
IIAA Adviser as a Business Person				
IIAA Risk Management				
IIAA Business Insurance				
IIAA Disability				
OTHER – Please Specify				

**5. What INDUSTRY-BASED qualifications have you ATTAINED?**

*Must be industry related, resulting in a recognised qualification such as a **certificate, diploma or degree**  
– The 10 year rule will apply – see Guidelines*

Qualification	Tertiary Institution	Start Date	Finish Date
Adviserlink Certificate in Financial Services			
Diploma Business Studies endorsed Personal Financial Planning			
Diploma Business Studies endorsed Personal Risk Management			
Diploma in Financial Services (including ANZIFF, FINSIA or Tribeca)			
OTHER – Please Specify			

**6. What INDUSTRY-BASED papers are you CURRENTLY studying?**

*Must be industry related resulting in a recognised qualification such as **certificate, diploma or degree***

Paper	Tertiary Institution	Start Date	Finish Date

**7. What INDUSTRY-BASED training courses have you attended?**

*Including product provider training*

Course	Institution / Company	Length of Time	Finish Date

**8. What INDUSTRY experience do you have?**

*Evidential items may include: Curriculum vitae and/or attestations*

Company	Country	Job Title	Period by dates (e.g. 1999-2002)
Main Area(s) of Responsibility			
Main Area(s) of Responsibility			
Main Area(s) of Responsibility			
Main Area(s) of Responsibility			
Main Area(s) of Responsibility			

