



FP Canada[®]

*Advancing Professional
Financial Planning*

FP RETIRED™ STATUS POLICIES

Effective January 24, 2024



QAFP[®]

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1. INTRODUCTION

The FP Retired status preserves the recognition of the accomplishments of former QAFP® professionals and CFP® professionals who have retired. The FP Retired status allows individuals to stay connected to the profession, and continue to receive relevant information from FP Canada™, including volunteer opportunities.

This document outlines the policies and guidelines for those seeking to obtain and/or maintain the FP Retired status.

2. OBTAINING FP RETIRED STATUS

2.1. Eligibility Requirements

QAFP professionals and CFP professionals seeking to obtain FP Retired status must:

- be certified, or have been previously certified, as a CFP professional or QAFP professional (or FPSC Level 1® Certificant in Financial Planning) by FP Canada or its predecessor, for a minimum of five years;
- have reached or will reach by September 30 of the application year:
 - the age of 65; or
 - the age of 55, provided age plus number of years certified with FP Canada is greater than or equal to 80;
- not be currently earning any compensation (direct or indirect) for financial planning or related advisory services (including the provision of investment, insurance or other related advice), or from any financial institution, including, but not limited to a:
 - bank;
 - credit union;
 - investment or mutual fund broker dealer or distributor;
 - insurance company, dealer or distributor; or
 - a financial planning firm,unless such compensation is earned from service on a Board of Directors, or a Committee, Task Force or similar group appointed by a Board of Directors;
- not have a discipline history with FP Canada; or have a discipline history and have been in good standing with FP Canada for a minimum of one year following reinstatement of QAFP certification or CFP certification.

Individuals whose QAFP certification or CFP certification has been revoked or who were denied recertification by a Disciplinary Hearing Panel are not eligible for the FP Retired status.

2.2. Applying for FP Retired Status

Applicants who meet the eligibility requirements may apply for FP Retired status by:

- completing the FP Retired status application; and

- paying the initial application fee and the [FP Retired status fee](#).

2.2.1. VERIFICATION OF AGE AND YEARS CERTIFIED

FP Canada will require documentation to verify applicants' age. As part of the application process, applicants must upload a clear and legible electronic copy of one of the following documents:

- valid Canadian provincial or territorial driver's license;
- valid passport (photo page);
- birth certificate;
- Canadian citizenship certificate; or
- valid permanent resident card

If you are not able to upload an electronic copy, email info@fpcanada.ca for acceptable alternatives.

No documentation is required for years certified. If applicable, FP Canada will verify applicants' number of years certified, from our database.

2.2.2. APPLICATION REVIEW

FP Canada retains the right to decline applications for FP Retired status where applicants:

- do not meet one or more of FP Canada's application requirements;
- are or have engaged in or associated with conduct that may reflect adversely on their integrity or on FP Canada; and/or
- for any other reason, at its sole discretion.

2.2.3. APPLICATION APPROVAL

Upon approval, individuals will receive a digital badge and their name and status will appear on FP Canada's Find a Planner online directory.

FP Retired status supersedes QAFP certification or CFP certification. All individuals receiving FP Retired status will have their certification cancelled and will relinquish the right to use the QAFP marks or the CFP marks.

3. MAINTAINING FP RETIRED STATUS

3.1. Renewals and Reinstatements

3.1.1. RENEWALS

FP Retired status is valid from April 1 to March 31 each year. FP Retired status holders must renew their status by March 31 annually.

Renewing FP Retired status holders must:

- a. complete the application to renew FP Retired status;
- b. pay the [FP Retired status renewal fee](#); and
- c. receive approval by FP Canada for renewal.

FP Canada may decline to issue, renew, or may revoke, an individual's FP Retired status where it determines that the individual no longer meets the eligibility requirements and/or where the Executive Director, Standards & Certification determines that the individual has engaged in, or is complicit in, conduct that may reflect adversely on FP Canada, QAFP certification or CFP certification, and/or for any other reason it deems appropriate, at its sole discretion.

FP Retired status holders must immediately notify FP Canada in writing in the event that they no longer meet the eligibility requirements set out above, and must immediately cease to use the FP Retired status mark.

3.1.2. FAILURE TO RENEW BY RENEWAL DATE

Failure to renew by the renewal date will result in forfeiture of the right to use the FP Retired marks, and removal from FP Canada's [Find a Financial Planner](#) online directory, until all requirements of renewal are met. The digital badge will reflect that the individual no longer holds FP Retired status.

The official status will be listed as being under "Renewal Outstanding" for sixty (60) days following the expiration of the FP Retired status. Upon renewal, the status will return to "In Good Standing" and the rights and benefits of the FP Retired marks will be reinstated, retroactive to April 1.

FP Canada will cancel the FP Retired status of individuals who have not renewed their status by June 30, and will send written confirmation of same.

FP Canada reserves the right to shorten or extend renewal deadlines at its sole discretion.

3.1.3. FP RETIRED STATUS REINSTATEMENT

Former FP Retired status holders who meet the eligibility requirements may reapply for FP Retired status at any time.

3.1.4. QAFP CERTIFICATION AND CFP CERTIFICATION REINSTATEMENT

FP Retired status holders who wish to reinstate their QAFP certification or CFP certification may do so at any time within five years of their last certification expiration date, provided they meet the applicable reinstatement policies as set out in the [QAFP Certification Policies](#) and [CFP Certification Policies](#).

Individuals who successfully reinstate their QAFP certification or CFP certification will have their FP Retired status immediately cancelled and will relinquish the right to use the FP Retired status marks.

3.2. Complaints Handling

Complaints involving an individual holding FP Retired status, including complaints that an individual has engaged in conduct that may reflect adversely on their integrity or on FP Canada, will be reviewed by the FP Canada Standards Council.

Where an individual is found to be in breach of the FP Canada Retired status eligibility criteria or to have misled FP Canada regarding their eligibility, the status may be revoked. The FP Retired status individual will be notified in writing if their status is revoked.

3.3. Continuing Education Requirements

FP Retired status holders are not required to complete any continuing education requirements.

4. PERSONAL INFORMATION

It is the responsibility of FP Retired status holders to ensure that their contact information with FP Canada is current. Changes to address can be made online at <https://online.fpcanada.ca> or submitted in writing to FP Canada at info@fpcanada.ca. Requests for name changes must be submitted in writing to info@fpcanada.ca, along with supporting documentation.

5. POLICY EXCEPTION REQUESTS

FP Canada may grant exceptions to established policies and guidelines at its sole discretion. FP Canada will not review policy exception requests unless submitted with a [Policy Exception Request Form](#) to info@fpcanada.ca.