

Continuing Regulatory Education Program (CRE) Credits Reporting Form

Insert Reporting year: _____

(The Reporting Year is the year for which you are reporting CRE credits)

Name _____

E-Mail address _____

Designation AFE CFE AES (If you hold the AES designation, 36 of the required 120 hours for the three year period must be related to Automated Information System).

You must complete sections I through IV.

I. COMPLIANCE DECLARATION:

- A. I have completed my CRE credit report on this form.
- B. I desire to be classified as Retired because, for the year stated above, I was fully retired and did not receive any earned compensation for personal services in any job whatsoever.
- C. I received my AFE/CFE designation in the month of _____ in the year stated above and will have a pro-rated (____%) CRE requirement through 12/31 of the Reporting Year.
- D. I wish to apply for an extension ending July 31st of the current year in which to accrue and submit my CRE Reporting Form for the following reason/s; (Attach documentation and/or additional pages as needed.) I acknowledge my understanding that this form must be faxed or postmarked to SOFE headquarters no later than July 31st of the year following the Reporting Year being reported.
- E. Not in regulation. (Need to earn 50% of the CRE required for regulatory examiners.)
- F. I have an Eligible to Hold designation. Enclosed is the \$100 annual Record Keeping Fee.

II. REPORT OF CRE CREDIT HOURS:

Please type or print the information required. Please note that the CRE credits you must report should be earned between January 1 and December 31 of the year stated above. Please use FULL DATE (month, day, year) for dates of attendance or completion. Complete BOTH sides of form. MEMBERS ARE NOT REQUIRED TO FURNISH ANY SUPPORTING DOCUMENTATION WITH THIS REPORT. Sessions must meet at least 50 minutes to receive one credit hour and 25 minutes after the hour to receive half hour credits. Forms must be postmarked by March 31st of the year following the Reporting Year to receive credit. Forms filed after March 31st. will incur a \$25 late filing fee.

PARTICIPANT CREDIT (A minimum of at least 20 credits should be reported for the reporting year)

Dates Attended	Sponsor Number	Title of Program	Location	CRE Hours (* indicates AES hours)
Total on back of form				

(continued on reverse)

Please report total hours in space provided on the back of this form.

Must be postmarked by March 31st following the Reporting Year.

SOCIETY OF FINANCIAL EXAMINERS

174 Grace Blvd., Altamonte Springs, FL 32714 • (800) 787-SOFE • Fax (407) 682-3175 • www.sofe.org

Speaker Credit (You receive double credit for presentations you have done)

Dates Attended	Sponsor #	Title of Program	Location	CRE Hours

Publication Author Credit (Authorship of a technical article which is published in the Society's Examiner magazine 6 CREs per article; 10 CREs for article receiving "Editor's Choice Award").

Dates Attended	Sponsor #	Title of Program	Location	CRE Hours

Total CRE Credit Hours Reported: _____

III. MORAL CHARACTER DATA (If you answer "yes" to questions A or B, please submit details)

- A. No Yes Have you been indicted, charged, arrested, or convicted of any felony involving dishonesty, breach of trust or moral turpitude by a county, state, or federal body during the year stated above?
- B. No Yes Have you been named or found guilty in a civil action involving financial dishonesty or breach of trust during the year stated above?
- C. Yes By checking this box, I have read and understand the SOFE Code of Ethics posted on the website at www.sofe.org under the Professional Standards link.

IV. CERTIFICATION

I certify that the information and statements made on this form are, to the best of my knowledge and belief, true, correct, and complete.

Signature _____ Date _____

MINIMUM CRE REQUIREMENTS

All Accredited and Certified Financial Examiners and Automated Examination Specialists (AFE/CFE/AES) members of the Society of Financial Examiners who have attained their designations and have been authorized to use the same will be required to earn a minimum of 120 continuing education credit hours during each three-year period. Upon application, members may be granted an extension in which to accrue continuing education credits. Credits earned during such a grace period are applicable to the preceding reporting period and may not be used in subsequent reporting periods. AFE, CFE, and AES members who fail to maintain the required number of continuing education credits will be ineligible to hold or display the designation of Accredited Financial Examiner, Certified Financial Examiner, or Automated Examination Specialist.

APPROVED CRE SPONSORED COURSES

Programs and courses for continuing education must be directly related to the management, operation, or regulation of financial institutions, credit unions, insurance companies, or related to the financial reporting of the operations thereof and have a correlation to the discipline in which an examiner has earned a professional designation. Prior to granting credit for programs and courses, the same will be reviewed by the Board of Governors or a duly authorized committee thereof to determine that the programs and courses are contributory to professional competence and developed by individuals qualified in the subject matter. Once a program course or sponsor has been approved, the Society will assign it a sponsor number which must be used on the CRE reporting form. A list of pre-approved authorized sponsors and continuing education sources is available on SOFE's website at www.sofe.org.

AUDITS

Members are responsible for maintaining their own personal CRE credit hour records and documentation. Each year, a random number of CRE forms will be selected by the Society headquarters for audit, requiring documentation to be submitted by the member to Society headquarters for verification and for a final report to the Society's Continuing Education Committee. Members selected for audit will be notified by Society headquarters.