

# Continuing Education for RIS Designation Holders

After you have held your RIS designation for two years, you are required to complete a minimum of 6 hours of continuing education (CE) activities. The two-year period in which the CE activities must be completed begins on December 31st of the year the designation is received.

*Example: Jane received the RIS designation on June 11th, 2018. To maintain her designation, she must complete 6 hours of CE Credits by December 31st, 2020.*

Once you have completed this form, please submit it to [cecredits@riacanada.ca](mailto:cecredits@riacanada.ca).

## RIA Conference

The easiest and most popular way to complete your CE requirement is to attend the RIA Conference, which takes place annually in spring. If you attend the RIA Conference every two years, your CE requirement is automatically fulfilled and no further action is required from you.

## Other CE Activities

If, however, you were unable to attend the RIA Conference, you can complete your CE requirement by doing other CE activities related to responsible investing. Below is a list of approved CE activities that you can do to fulfill your CE requirement. If you have not attended the RIA Conference in the last two years, please indicate which CE activities you have completed:

### Webinars

Date	# Hours	Name	Notes
			Attend an RIA webinar or choose from the RIA's library of webinars here: <a href="https://riacanada.ca/webinars-ce">https://riacanada.ca/webinars-ce</a> .

### Events/RI Week Events

Date	# Hours	Name	Notes
			Attend ESG Afterwork, ESG Breakfast, Responsible Investment Week Events or other RIA events

### PRI Courses

Date	# Hours	Name	Notes
			<p>RIS recipients can take the RI Essentials and/or the Enhanced Financials Analysis course and apply it towards their CE requirements.</p>

### Other CE Activities

Date	# Hours	Please describe below	Notes
			<p>You are welcome to send us a request to apply other educational activities toward your CE requirement. We are flexible, as long as the activities are educational and relate to responsible investment. Other CE Activities are subject to RIA approval. RIA staff will review Other Activities and may follow up to request more information.</p>

By providing your signature below, you certify that the above information is true and accurate.

\_\_\_\_\_

Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Date