

# Continuing Education (CE) Activities for RIAC and RIPC Designation Holders

As an RIAC/RIPC designation holder, you are required to complete a minimum of 6 hours of continuing education (CE) activities every two years. The two-year period in which the CE activities must be completed begins on December 31<sup>st</sup> of the year the designation is received.

*Example: Jane received the RIAC designation on June 11th, 2018. To maintain her designation, she must complete 6 hours of CE Activities 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/Articles

Date	# Hours	Name	Notes
			Attend an RIA webinar or choose from the RIA's library of webinars/articles 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

### Canadian RI Fundamentals

Date	# Hours	Name	Notes
			<p>RIS recipients can take the Canadian RI Fundamentals 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