

1. Examinations CIIA

Admission

The examinations are open to all candidates if the conditions as shown below have been satisfied:

- Commercial apprenticeship or Swiss Matura and additionally 5 years of vocational experience; or
- Federal Diploma, Advanced Federal Diploma, Advanced Federal Diploma from a college of higher education or Bachelor of Sciences from a university of applied sciences and additionally 3 years of professional experience; or
- University degree (license or equivalent diploma) and additionally 2 years of vocational experience.

Authorized material

Advice

The necessary materials are provided for the examinations with the exception of calculators and writing equipment. Jackets, bags, mobile phones, etc must be deposited in cloakroom. These items are not permitted in the examination room.

Calculators

Permitted

- All non-programmable calculators
- All programmable calculators are also permitted; though calculators may only contain programmed executable formulae.

Prohibited

- no text may be stored in the calculator
- password-protected files and reference works are also prohibited

During examinations, invigilators are entitled to check candidates' calculator to ensure that they comply with the aforementioned directives. These checks may take up to 15 minutes, and any time taken for such checks will NOT be credited to candidates. In cases of doubt, invigilators are entitled to confiscate calculators. Candidates are not entitled to a replacement calculator; (multiple calculators may be brought into the examination).

Dictionaries

The only dictionaries permitted are non-subject-related dictionaries used for the purpose of translation from a foreign language into the language of the examination. Such dictionaries must not contain supplemental information. Finance-specific or subject-specific dictionaries are NOT allowed.

Tax & Law

Only the final examination Tax & Law is held using the open-book system, this means that all documents in paper form (e.g. AZEK course documents, legal books, personal notes, etc.) as well as all electronic data carriers are permitted. The electronic data carriers may only be used offline for the entire duration of the examination, i.e. not connected to any network and can be used without a power supply.

Sanctions

Any contravention of the mentioned regulations may result in a candidate being excluded from the entire examination.

2. Examinations AWM

Admission

The examinations are open to all candidates if the conditions as shown below have been satisfied:

- Commercial apprenticeship or Swiss Matura and additionally 3 years of vocational experience; or
- Federal Diploma, Advanced Federal Diploma, Advanced Federal Diploma from a college of higher education or Bachelor of Sciences from a university of applied sciences and additionally 2 years of professional experience; or
- University degree (license or equivalent diploma) and additionally 1 year of vocational experience.

Authorized material

Advice

All examinations are held using the open-book system, this means that all documents in paper form (e.g. AZEK course documents, legal books, personal notes, etc.) as well as all electronic data carriers are permitted. The electronic data carriers may only be used offline for the entire duration of the examination, i.e. not connected to any network and can be used without a power supply.

Not allowed are old exam questions and solutions of the past years.

Jackets, bags, mobile phones, etc must be deposited in cloakroom. These items are not permitted in the examination room.

Sanctions

Any contravention of the mentioned regulations may result in a candidate being excluded from the entire examination.

3. Examinations CIWM

Admission

The examinations are open to all candidates if the conditions as shown below have been satisfied:

- Commercial apprenticeship or Swiss Matura and additionally 5 years of vocational experience; or
- AWM, CIIA, SAQ certification (CWMA or Affluent Clients), bachelor in banking and finance from a university of applied sciences, a college of higher education; or
- University degree (license or equivalent diploma) and additionally 2 years of vocational experience.

Authorized material

Advice

All examinations are held using the open-book system, this means that all documents in paper form (e.g. AZEK course documents, legal books, personal notes, etc.) as well as all electronic data carriers are permitted. The electronic data carriers may only be used offline for the entire duration of the examination, i.e. not connected to any network and can be used without a power supply.

Not allowed are old exam questions and solutions of the past years.

Jackets, bags, mobile phones, etc must be deposited in cloakroom. These items are not permitted in the examination room.

Sanctions

Any contravention of the mentioned regulations may result in a candidate being excluded from the entire examination.

4. Examinations FMT

Admission

The examinations are open to all candidates if the conditions as shown below have been satisfied:

- Commercial apprenticeship or Swiss Matura and additionally 3 years of vocational experience; or
- Federal Diploma, Advanced Federal Diploma, Advanced Federal Diploma from a college of higher education or Bachelor of Sciences from a university of applied sciences and additionally 2 years of professional experience; or
- University degree (license or equivalent diploma) and additionally 1 year of vocational experience.

Authorized material

Advice

All examinations are held using the open-book system, this means that all documents in paper form (e.g. AZEK course documents, legal books, personal notes, etc.) as well as all electronic data carriers are permitted. The electronic data carriers may only be used offline for the entire duration of the examination, i.e. not connected to any network and can be used without a power supply.

Not allowed are old exam questions and solutions of the past years.

Jackets, bags, mobile phones, etc must be deposited in cloakroom. These items are not permitted in the examination room.

Sanctions

Any contravention of the mentioned regulations may result in a candidate being excluded from the entire examination.

5. Examinations FMO

Admission

The examinations are open to all candidates if the conditions as shown below have been satisfied:

- Commercial apprenticeship or Swiss Matura and additionally 5 years of vocational experience; or
- Federal Diploma, Advanced Federal Diploma, Advanced Federal Diploma from a college of higher education or Bachelor of Sciences from a university of applied sciences and additionally 3 years of professional experience; or
- University degree (license or equivalent diploma) and additionally 2 years of vocational experience.

Authorized material

Advice

All examinations are held using the open-book system, this means that all documents in paper form (e.g. AZEK course documents, legal books, personal notes, etc.) as well as all electronic data carriers are permitted. The electronic data carriers may only be used offline for the entire duration of the examination, i.e. not connected to any network and can be used without a power supply.

Not allowed are old exam questions and solutions of the past years.

Jackets, bags, mobile phones, etc must be deposited in cloakroom. These items are not permitted in the examination room.

Sanctions

Any contravention of the mentioned regulations may result in a candidate being excluded from the entire examination.