ECF on Cybersecurity (Core Level)
Frequently Asked Questions

General

1. I don't have any IT background, can I enroll for the programme?

Yes, this programme is designed for all learners who meet the entry requirement including the ones from non-IT background to acquire the fundamental knowledge related to cybersecurity. For learners who don't have any IT background, they may acquire some basic IT knowledge and information through studying the recommended materials listed on supplementary reading list before the lessons. To provide additional learning support, a newly developed e-Learning course "Cybersecurity Essentials" will also be available soon at the HKIB e-learning portal.

2. What is the difference between this programme and the cybersecurity programmes found in the market?

This is the banking specific programme with sharing of the common practices adopted in the Banking industry. It will introduce the technical foundation of cybersecurity and the cybersecurity controls used in the banking environment.

3. How this programme is recognized by HKMA?

There is a Qualifications Framework (QF) level 4 programme accredited by the HKCAAVQ. Upon completion of the training and passed in the examination, learners with less than 5 years of experience can apply for the designation of ACsP which is recognized by HKMA.

4. I am working in the Bank's Product Development Team, is this programme applicable to me?

Yes, this programme is designed for all learners who meet the entry requirement including the ones from non-IT background to acquire the fundamental knowledge related to cybersecurity.

Training

5. What documents do I need to submit for enrolment?

Candidates are required to submit the following items for enrolment:

	Membership Application	Training Application	Examination Application
(i) Completed and signed	✓	✓	✓

	application form			
(ii)	A copy of your identity card/passport	✓	✓	✓
(iii)	Relevant documents for Entry Qualification assessment (e.g. academic certificates/reference letters)	N/A	✓	N/A
(iv)	Payment (can be settled by cash/ cheque/e-Cheque/credit card)	✓	✓	✓

The completed application form with legible supporting documents can be submitted via:

(i)   email: application@hkib.org

(ii)   fax: 2544 9946

(iii) post: 3/F Guangdong Investment Tower, 148 Connaught Road Central, Hong Kong

6. How can I know if I have been successfully enrolled?

Once the COMPLETED application form and supporting documents have been submitted, applicants will receive an Acceptance Notification email within 2 weeks. An email will be sent to the applicant confirming the class details 1 week before the training.

7. Could a full-time student apply for the training?

One of the objectives of the ECF on Cybersecurity programme is to develop a sustainable talent pool of cybersecurity practitioners in order to meet the workforce demand in this sector. As such, registered HKIB student members or post-secondary full-time students are also welcome to enrol on the training. They will also be awarded the programme certificate "Advanced Certificate for ECF on Cybersecurity".

8. What is the attendance requirement?

To facilitate the learning process for candidates, they are expected to have full attendance before taking the examination. Candidates are also required to sign-in and sign-out on the attendance sheet at every training session.

9. Can I obtain the study guide before the training?

Normally, the study guide will be distributed in the first session of the training. However, candidates may request to collect the study guide in advance at HKIB's office on the condition that their enrolment has been successfully accepted and payment has been settled.

10. Is there any arrangement if I am absent from a training session?

The supplementary notes or presentation slides will be provided to candidates who were

absent from the related training session. For any further enquiries about the content, candidates can seek support from the trainers through HKIB.

11. What should I do if I wish to change the training date?

Generally, any change of the training date is NOT allowed. However, if a candidate is sick on the training date and cannot attend the training, he/she should inform the Institute and provide a supporting document (e.g. sick leave certificate) for our reference. The candidate may be permitted to attend the next subsequent training subject to the availability of seats.

12. Can I apply for a refund if I withdraw the training application?

Once the training application is confirmed, all fees are non-refundable or non-transferrable.

13. Can I apply for training after the application deadline?

Late entries for training may be accepted up to 7 days after the stipulated application deadlines, subject to the availability of seats. An additional late entry fee of HK$200 will apply.

Examination

14. Can I enrol on the examination without attending the training programme?

To facilitate candidates' learning and to meet the QF requirement, all candidates are required to enrol on and complete the training of the relevant modules before attending the examination.

15. How will I know if my examination application has been accepted?

Once the COMPLETED application form has been submitted, applicants will receive an Acceptance Notification email within 2 weeks. An "Examination Attendance Notice" will also be sent 2 weeks before the examination.

16. What certificates will be awarded after completion of the ECF on Cybersecurity training programme and examination?

After completion of the ECF on Cybersecurity training and the examination has been passed, candidates will be awarded the "Advanced Certificate for ECF on Cybersecurity". This certificate has been quality assured by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) and is pitched at Qualifications Framework (QF) Level 4. This is at the same level as a Higher Diploma / Associate Degree.

17. Is there a limit on the number of attempts for the examination?

There is no limitation on the number of attempts for the examination. However, a candidate is not allowed to re-sit the examination if he/she has already achieved a "Pass" in the examination before.   The completion period for the programme is 8 years.

18. Can I apply for examinations after the application deadline?

Late entries for examinations may be accepted up to 14 days after the stipulated application deadlines, subject to the availability of seats. An additional late entry fee of HK$200 will apply.

19. When can I obtain the examination results?

Candidates will be notified of their results by post and only with a written notice. Results will be released within 2-4 weeks from the examination date for MC-type examinations, and 6-8 weeks from the examination date of the last module in each examination diet for other types of examinations.

Candidates may also check their examination results online through the HKIB online platform. Candidates will receive an email notification once the examination results are available. The online examination results will be removed one month after they are released.

20. What should I do if I am unable to login to check the online examination result?

The online examination result will only be available upon receipt of the notification from HKIB which is issued as per the result release timeline. Either a candidate's Registration or Membership Number is stated on the notification and is used together with the first 4 digits of the candidate's HKID No. to login. However, if you are still unable to login, you may contact our colleagues from the Examination Team at 2153 7893 or 2153 7821.

21. What should I do if I wish to change the examination date?

Generally, any change of examination date will NOT be allowed. However, if a candidate is sick on the examination date and cannot sit the examination, he/she should inform the Institute and provide a supporting document (e.g. sick leave certificate) for our reference. The candidate may be permitted to sit the next subsequent examination subject to the availability of seats.

22. How can I appeal against my examination results?

By submitting a written request via email to exam@hkib.org, candidates may request a

rechecking or remarking of their examination scripts within ONE MONTH after the issue of the examination results. Please note an administrative fee may apply.

23. Is there any grandfathering for ECF on Cybersecurity?

Grandfathering arrangement for ECF on Cybersecurity is not applicable.

24. Can I apply for the ECF on Cybersecurity (Core level) module exemption for CB (Stage I) if I obtained the qualification of ECF on Cybersecurity (Core level)? (NEW)

Yes. Learner who obtained the qualification of ECF on Cybersecurity (Core level) is eligible to apply for the module exemption for CB (Stage I).

Certification

25. How can I attain the designation of Associate Cybersecurity Professional (ACsP)?

A Relevant Practitioner[1] who has
- completed the training programme and passed the examination for the Core Level
- with less than 5 years of relevant work experience in the cybersecurity function
- maintained a minimum of 20 CPD hours each year, and a minimum of 120 CPD hours over every 3 years period.

They are then eligible to submit certification applications to HKIB. You may download the application form by clicking HERE.

Note 1: A "Relevant Practitioner" is a new entrant or existing practitioner engaged by an Authorized Institution (AI) to perform in roles ensuring operational cyber resilience. For details, please refer to the HKMA circular.

26. When should a relevant practitioner apply for ACsP certification?

Pathway	Application Deadline
By completion of the training programme and examination	Within 2 months after issuance of the examination result letter

After the application deadline, individuals who do not submit their ACsP certification application must take the relevant training programme and pass the examination to recommence the eligibility to apply for the Associate Cybersecurity Professional (ACsP) designation.

It is expected to take 60 days for HKIB to process applications provided that the application form and supporting documents are completed.

Continuing Professional Development (CPD)

27. Do I need to fulfill any CPD requirements after I have become an Associate Cybersecurity Professional (ACsP) holder?

To ensure Associate Cybersecurity Professional (ACsP) holders maintain their competency levels, they are expected to complete a minimum of 20 CPD hours each year and a minimum of 120 CPD hours over every 3 years period.

28. What is the consequence if I do not comply with the CPD requirements?

If Associate Cybersecurity Professional (ACsP) holders fail to comply with the CPD requirements, it would result in the suspension of their professional designations. Their name and professional designation status would not appear on the Certified Individuals (CI) Register published on the HKIB website, and they would not be allowed to include the professional designation on their name card or CV.

29. Can I apply for Associate Cybersecurity Professional (ACsP) if I have completed the training programme and examination but I am not currently a Relevant Practitioner?

If you have completed the training programme and examination at the Advanced Certificate for ECF on Cybersecurity (Core Level) but are not currently a Relevant Practitioner, you may submit your application to HKIB for certification within THREE months after joining the cybersecurity function of an Authorized Institution.

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