

Chartered Banker Conversion Programme (2018)

Frequently Asked Questions

Entrance Requirement

1. Are there any pre-requisites to apply for this conversion programme?

You should have **(a) Certified Banker (CB) designation**; and **(b) current HKIB membership**. You are also required to become Chartered Institute of Bankers in Scotland (CIOBS) member by completing their International Membership Application Form, which will be sent to CIOBS for processing and the personal information required on the form will not be used or retained by HKIB.

For CB members with a lapsed membership, please reinstate your HKIB Membership by completing the "[Membership Reinstatement Form](#)".

2. I have obtained the Associate of The Hong Kong Institute of Bankers (AHKIB) designation before 2017. Can I still apply for this conversion programme?

Yes. As of 1 January 2017, AHKIB is renamed as Certified Banker (CB). All AHKIB designation holders who have fulfilled the Continuing Professional Development (CPD) hours requirement for the previous year were converted to CB designation automatically.

3. When can I register for this conversion programme?

The application usually begins in around July each year. Please contact our staff at (852) 2190 7033 or (852) 2153 7800 for details.

Assessment Method

4. Do I need to pass an examination to become a Chartered Banker?

Starting from 2017, there is a simplified conversion route and examination is no longer required. You will only need to submit and pass a formally assessed assignment. This assignment is a piece of reflective work related to your professional experience.

5. Is there a maximum word count for the assignment?

Yes. Your assignment should be no more than 3,000 words.

6. What is the assignment pass mark?

The pass mark for the assignment is 60%.

7. Who marks my assignment?

An examiner appointed by CIOBS will mark your assignment.

8. How do I complete the programme if my first attempt was unsuccessful?

In the event of failure, a resubmission fee may be charged. This fee includes the student being offered a telephone 'coaching call', plus the marking of their reworked and resubmitted assignment. Please contact our staff at (852) 2190 7033 or (852) 2153 7800 for details.

9. How do I receive my results?

Your result will normally be available to view in the members' area of CIOBS website 6 weeks after you submit your assignment. If you have been successful CIOBS will also write to you to confirm completion of the programme.

10. How long will it take me to complete this programme?

The programme is up to 12 months. Most candidates complete the programme within 8-12 weeks. If you submit the assignment early, you will receive the Chartered Banker status early.

Conversion

11. Once I have completed the conversion programme how do I become a Chartered Banker and do I need to do anything to keep it?

Upon completing the programme you will be invited to graduate as a Chartered Banker. Once holding this status, you will be expected to display the highest standards of professionalism and comply with CIOBS Code of Professional Conduct. To retain your Chartered Banker status, you must maintain your annual membership of CIOBS and adhere to CIOBS programme of Continuing Professional Development.

12. I am a Chartered Banker and I would like to obtain HKIB's Certified Banker designation. What do I need to do?

For Chartered Banker who wants to obtain our Certified Banker (CB) designation, you will need to pass a HK-oriented Conversion Course. This will include study of and examination in one CB module: "Banking Law and Practice". Please contact our staff at (852) 2190 7033 or (852) 2153 7800 for details.