# ECF on Cybersecurity (Core Level)
# Frequently Asked Questions

## General

**1. Is there any Professional Qualification Programme Scholarship Scheme for the programme?**

Each year, HKIB selects the top two candidates from Core Level and award them with the scholarship as recognition. This is the way for HKIB to promote academic excellence and motivate future students to push themselves to achieve same high level of performance.

The two top candidates in Core Level, provided that all other granting requirements are met, can be awarded with a cash incentive (HKD4,000 for Core Level), and a study coupon which can provide candidates to study one more professional qualification offered by HKIB with all training and examination fees waived.

**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 is this programme recognised by HKMA?**

The programme is accredited by the HKCAAVQ. Upon completion of the training and passed in the examination, Relevant Practitioners with less than five years of experience can apply for certification of Associate Cybersecurity Professional (ACsP) which is pitched at QF Level 4 (QR Registration No.: 20/000537/L4, Validity Period from 01/08/2020 to 31/07/2025) and recognised by HKMA. For further details, please refer to Question 25 and the "Guidelines of Certification Application for ACsP" on HKIB website.

**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. 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" is available at the HKIB e-learning portal at https://secure.kesdee.com/ksdlms/?Partner=HKIB.

**6. 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) Complete the online application form on MyHKIB | ✓ | ✓ | ✓ |
| (ii) Upload a copy of your identity card/passport | ✓ | ✓ | ✓ |
| (iii) Upload relevant documents for Entry Qualification assessment (e.g. academic certificates/reference letters) | N/A | ✓ | N/A |
| (iv) Settle payment by credit card / Alipay / WeChat Pay | ✓ | ✓ | ✓ |

Applicants can submit the application via MyHKIB.

**7. How can I know if I have been successfully enrolled?**

An email will be sent to the applicant confirming the class details at least five working days prior to the training commencement date.

**8. 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".

**9. 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.

**10. Can I obtain the training material before the training?**

A digital version of training material (i.e. Study Guide and PPT Slides) will be provided before training commencement. Printed version will only be available at an additional cost of HKD600 (including delivery fee) on request by learners.

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

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.

**12. 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.

**13. 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-transferable.

**14. Can I apply for training after the application deadline?**

Late training enrolment will be accepted after the stipulated application deadline up to seven working days before course commencement to allow us to administer the application. A late entry fee of HKD200 (in addition to the training fee) will apply.

## Examination

**15. 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.

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

Once the COMPLETED application form has been submitted, applicants will receive an acknowledgement. An "Examination Attendance Notice" will also be sent two weeks before the examination.

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

After completion of the ECF on Cybersecurity training and passed the examination, learners will be awarded the "Advanced Certificate for ECF on Cybersecurity". Learners can also apply for certification of "Associate Cybersecurity Professional (ACsP)" which is pitched at QF Level 4 (QR Registration No.: 20/000537/L4, Validity Period from 01/08/2020 to 31/07/2025).

**18. 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 eight years.

**19. Can I apply for examinations after the application deadline?**

Late examination enrolment will be accepted after the stipulated application deadline up to 14 days before examination date, to allow us to administer the application. A late entry fee of HKD200 (in addition to the examination fee) will apply.

**20. When can I obtain the examination results?**

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. Results will be released within four weeks from the examination date for MC-type examinations, and around eight weeks from the examination date of the last module in each examination diet for other types of examinations. The online examination results will be removed one month after they are released.

Candidates will receive their results slip by e-mail within two weeks after the examination result is released through HKIB online platform.

**21. 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 four 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 (852) 2153 7893 or (852) 2153 7821.

**22. 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.

**23. How can I appeal against my examination results?**

By submitting a written request via email to [exam@hkib.org](mailto: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 that there is a rechecking fee of HKD500 per module and remarking fee of HKD1,700 per module. Rechecking is only applied to the type of MCQ examination while remarking is applied to other types of examination.

**24. Is there any grandfathering for ECF on Cybersecurity?**

Grandfathering arrangement for ECF on Cybersecurity is not applicable.

**25. Can I apply for the ECF on Cybersecurity (Core level) modular exemption for CB (Stage I) if I have obtained the "Advanced Certificate for ECF on Cybersecurity"?**

Yes. Learner who completed the ECF on Cybersecurity (Core level) and passed the examination is eligible to apply for the modular exemption for CB (Stage I).

## Certification

**26. How can I obtain the Professional Qualification of "Associate Cybersecurity Professional (ACsP)"?**

Relevant Practitioners[1] who

- have completed the training programme and passed the examination for the Core Level
- have less than five years of relevant work experience in the cybersecurity function
- have maintained a minimum of 20 CPD hours each year, and a minimum of 120 CPD hours over every three years period.

They are then eligible to submit certification applications to HKIB. For details of the application, please refer to the "Guidelines of Application for ACsP Certification" and application form on HKIB website.

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 at https://www.hkma.gov.hk/media/eng/doc/key-information/guidelines-and-circular/2019/20190110e1.pdf.

**27. When should a relevant practitioner apply for ACsP certification?**

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

After the application deadline, individuals who do not submit their ACsP certification application must retake and pass the examination to recommence the eligibility to apply for the Professional Qualification of Associate Cybersecurity Professional (ACsP).

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

## Continuing Professional Development (CPD)

**28. Do I need to fulfil 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 three years period.

**29. 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 Qualifications. Their name and Professional Qualification 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 Qualification on their name cards or CVs.

**30. 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 "ECF on Cybersecurity (Core Level)" and passed the examination but are not currently a Relevant Practitioner, you may submit your application to HKIB for certification within THREE months of joining the cybersecurity role of an Authorized Institution (e.g. IT Security Operations and Delivery, IT Risk Management and Control, IT audit).

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