



User Guide Certification Programme for Virtual Asset Professionals (CVAP)

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- This is the Certification Programme for Virtual Asset Professionals (CVAP).
- The CVAP follows a two-step completion process, which must be finished within six months of enrolling in the core curriculum:
 Certification Programme for Virtual Asset Professionals (CVAP)
 - Step 1: Complete the core curriculum
 - Step 2: Complete two elective modules



- For this training, you are required to:
 - Login to your personal account and launch the eCourse on the HKSI Institute Online Portal.
 - Complete all parts of the eCourse and successfully pass the post-course assessments by achieving the required passing score.
 - Schedule the Examination.



- If you are an LE exam candidate who enrolled in the exam between 1 January 2015 and 27 September 2017, or if you are an active individual member, please activate your previous account.
- For new users, please create your personal account on our Online Portal.
- Please visit the <u>Account Creation Video</u> for further instructions on account creation and activation.
- If you are a staff of our corporate member, please remember to update the "Professional Memberships" under PROFILE on Online Portal to enrol the eCourse at a discounted price.





- Go to the Certification Programme for Virtual Asset Professionals (CVAP) Core Curriculum / Elective Modules
- Click "APPLY ONLINE" and then click on "Add to Cart"

Certification Programme for Virtual Asset Professionals	Administrative De	tails
	Code	TEPFT25002301
APPLY ONLINE OVerview	Relevant Subject	Type 1 - Dealing in securities Type 4 - Advising on securities Type 9 - Asset management
This core curriculum consists of three training modules and a post-course examination as part of the Certification Programme for Virtual Asset Professionals (CVAP).	Language	English
Before enrolling, please refer to the User Guide for details on the process and requirements The three training modules provide essential knowledge on regulatory, industry, and product related topics, including VA regulations, VA related products in	Hours	SFC:3.00, PWMA:3.00
Inational Imanoc, VA teatures, naks, and underlying technologies. Module 1: Covers the VA market landscape, key use cases, risks, and products. It also introduces blockchain fundamentals, smart contracts, and the differences between centralised and decentralised finance. Module 2: Focuses on common VA-related eroducts: The benefits, risks, and implications for the traditional financial market.	Fees	All Member: HK\$2,800 Non-Member: HK\$3,600 Staff of Corporate Member: HK\$2,800
models: E. Focuses on common versioned products, ties version, make and impleations of the execution models and regulations, risks, and the Module 3: Provides an overview of Hong Kong's legal and regulatory framework for VA activities, including key principles, obligations, risks, and the consequences of non-compliance.		< Black Add to Cart

• Login to the Online Portal and checkout within 15 minutes





• Make sure the course name and price are accurate, read the Terms and Conditions, then tick the checkbox and click "**Pay Now**".

Checkout			
Item	Price	eCredit	Sub Total
Certification Programme for Virtual Asset Professionals (CVAP) Core Curriculum	HK\$ 3,600	-HK\$0	HK\$ 3,600
I have read and agreed to the Terms and Con	ditions.		Total HK\$ 3,600
	Pay Now		

• After completing the enrolment, please click on "CPT/Non-CPT Activity" under the "UPCOMING ACTIVITY" tab to launch the enrolled training and examination.







- Login to the HKSI Institute Online Portal: <u>https://login.hksi.org/login</u> by using your own username and password.
- Click on "CPT/Non-CPT Activity" under UPCOMING ACTIVITY tab.
- Click the "Launch Online" button and you will be redirected to the Learning Management System (LMS) page.



Launch Content of the Course



- The Core Curriculum consists of three parts:
 - Module 1: Introduction to Virtual Assets
 - Module 2: Overview of VA-related Products in Traditional Financial Market
 - Module 3: Overview of the Virtual Asset Regulatory Landscape in Hong Kong
- After completing each part of the course and pass the assessment, you will unlock a For Revision version with no navigation controls that allows you to access all content within the access period.
- Upon completion of the course, you can click the **Online Portal** button to return to the HKSI Online Portal and retrieve your Certificate of Attendance.

				ng Kong Secu d Investment 港證券及投)	rities Institute 資學會				Advanced Learning Platfor	m	1
(For Revision) Introduction to Virtual -	-	Not started 📀	Home Ar	rticle	Learning	Online Portal			search courses		q
This version is for revision purposes with no navigation controls, i.e. you can i criteria of this course, you need to click the "Review" button below to view it. Maximum score: 100 Minimum learning duration: 0 min(s)	navigate to any part of the video in the module. If you have me Passing score: 80	t all the completion	Ġ	Fundau Modules 1 -	CVAP mental es	Certification F Type: eLearning CPT Hour: 3.0 Description: This Asset Profession	trogramme for Virtual A course a course consists of three mo als (CVAP). They pro	Asset Professionals (CN Completion deadi Status: In progre dules, forming the core of th	VAP) Fundamental Modi ine: Until 2025-06-12 23:59:5 ss he Certification Programme for	ules 9 Virtal <i>More</i> ~	



 For the Post-training Examination for the Core Curriculum, please remember to schedule the exam session on the online portal after receiving an email notification. Refer to <u>Step 2 of the Scheduling Guide</u> for procedures.



 Please ensure that you have completed the fundamental modules at least five days before the scheduled examination. Otherwise, you will not be allowed to sit for the exam, and all fees paid will be non-transferable and nonrefundable.



You must go through the part(s) in sequence and cannot skip any part of the video if you view the course for the first time.



Exit the eCourse



 If you wish to exit anytime while completing the course, follow the steps below and your progress will be saved.



Resume to the eCourse



1. Click on the course name.

Name	Last Access Date	Best score	Status
Module 1: Introduction to Virtual Assets	2025-03-12 18:01:34	0	In progress 📀

3.Click the "Resume to the video from where you left off" button to continue your course.

2. Locate the "Resume" button and click it.





Complete the eCourse



- After viewing all videos, you must complete a final assessment. To complete each module, you must achieve an 80% passing score.
- You have unlimited attempts in the assessment until you pass it.



If you did not pass the assessment, you can "**Retry"** the test.

If you pass the assessment, you can either "Exit" or "Review" your assessment result.







- Under "Content", you will see the Status as "Passed".
- In addition, you can go to "My status", the progress bar will be filled and there is a ✓ in the last column to indicate your completion.

Name	Last Access Date	Best score	Status
Module 1: Introduction to Virtual Assets	2024-03-13 16:16:20	100	Passed 📀
Overview of VA-related Products in Traditional Financial Market			
Maximum score: 100	Passing score: 80		
Minimum learning duration: 0 min(s)			
Review Learning report			

Content	Course details	My status				
Progress		Completed				
Completi	ion criteria					
Engager	ment requirement					
Title					Requirement	Status
Module 1	1: Introduction to Virt	ual Assets			Complete/Pass it	V
Module 2	2: Overview of VA-rel	lated Products in 1	raditional Financial	Market	Complete/Pass it	v
Module 3	3 Study Guide				Browse it	¥
Module 3	3: Overview of the Vi	rtual Assets Regul	atory Landscape in	Hong Kong	Complete/Pass it	v
						(VFulfilled)



- Login to online portal (<u>https://login.hksi.org/</u>)
- Click on "CPT Activity" under RECORD



In the search results, locate the course and click "Print" to print the certificate.
 (Below is an example only.)

NAME	DATE	CPT / CPD / CPE / OPT GAINED	ATTENDANCE RECORD	
Webinar] Latest Enforcement Cases Relating to Suitability Requirement	23-07-2024	2 SFC 2 PWMA	Print	More
[Webinar] Recap on Client Assets Protection and Third-Party Deposits and Payments	19-07-2024	1 SFC 1 PWMA	Print	More

 Please select your completion date in the calendar and then press SEARCH button to view the activity record(s)





- Upon completing the Core Curriculum, participants will receive the Virtual Asset Fundamentals Certificate.
- Those who successfully complete both elective modules within the required timeframe will be awarded the **Certificate of Virtual Asset Professional**.
- The certificates will be available on the Online Portal under **RECORD**.







When you encounter technical problems or if you have enquiries, please contact HKSI Institute at:

E-mail: education@hksi.org

