HKIQEP Qualification Process

Last updated on 23 April 2021

Professional Assessment (Part I)

Candidates

1 May ~ 30 June 2021
Application period for Professional Assessment (Part I)

- Complete the online application form.
- Submit the receipt for application fee payment ($900).

14 Aug 2021*
Attend Professional Assessment (Part I)

- Bring all required documents (specified in the notification letter).

** In case of inclement weather, the assessment will be postponed to 15 August 2021.*

HKIQEP

1 May ~ 30 June 2021
Process applications, send Study Guide

- Process application and confirm payment receipt.
- Send Study Guide to Candidates.

End July 2020
Notify Candidates of Professional Assessment (Part I) details

- Send notification letters to Candidates with assigned examination venue, seat number, and other relevant information.

Mid Sept 2021
Issue results to Candidates

- Send result notification letters to Candidates via email.
- Post notice on the HKIQEP website advising when the emails have been sent.

Professional Membership Application & Professional Assessment (Part II)

Candidates

1 Aug* ~ 15 Nov 2021
Application period for Professional Membership

- Download the application form and relevant documents from the HKIQEP website.
- Submit the completed application form and payment receipt ($500) online.
- Mail the signed hardcopy with Supporters' endorsements to HKIQEP.
- IP (Institutional Partner) Membership must be valid at the time of application.
- Upon receipt of confirmation that all criteria for Professional Membership are met, make further payment and email payment receipt to HKIQEP ($1,800).

** Candidates who have passed Professional Assessment (Part I) in previous years may apply for Professional Membership starting 1 August 2021.*

12 & 19 Feb 2022
Attend Professional Assessment (Part II)

- Attend assessment according to assigned schedule.
- Inform HKIQEP of known date conflicts as soon as possible to avoid the need for rescheduling.

HKIQEP

Aug ~ Nov 2021
Process applications

- Review and vet all applications to ensure requirements are met.
- Further correspondence and/or clarifications with Candidates may be required.

Jan 2022
Notify Candidates of Professional Assessment (Part II) details

- Send confirmation letters to Candidates with the assessment venue, date, and time.

End March 2022
Issue results to Candidates

- Send result notification letters to Candidates via email.
- Post notice on the HKIQEP website advising when the emails have been sent.