

## **2009 Exam Registration Deadlines**

### **2009 Spring Exam Registration: Early Registration Deadline is April 17**

Registration is open, so sign up today to take an ASPPA examination during the spring exam window. ASPPA's 2009 spring proctored examination window will be May 14 – June 26. Early registration ends April 17, and the final registration deadline is May 13. To learn more about ASPPA examinations or to register, visit the [Education and Examination Web page](#).

Remember to register early and contact Prometric to schedule your appointment immediately after you receive your eligibility e-mail. Please keep in mind that the most preferred spots do generally fill up quickly.

### **2009 Fall Exams**

The 2009 fall proctored examination window will be November 2 – December 11. The new CPC examination will be offered on November 12 and the new TGPC-2 exam will be offered during the entire window. The early registration deadline is September 28, and the final registration deadline is October 30.

### **RPF & TGPC-1 Exam Deadline for 2009: December 15 (Midnight, EST)**

The 2009 RPF exams must be submitted online by December 15, 2009 (Midnight, EST). The RPF examinations are available online as PDF documents so you can [download the exam](#) and review before taking online. The non-refundable registration fee for each RPF exam is \$160. For additional information on the RPF examinations or to register for the 2009 exams please visit [www.asppa.org/education/ed\\_rpf\\_info.htm](http://www.asppa.org/education/ed_rpf_info.htm).

The new Tax-Exempt & Qualified Plan Administration Certificate examination (TGPC-1) will be offered this summer and will have the same deadline as the RPF examinations, midnight, December 15, 2009. For more information on this new exam please visit the TGPC-1 webpage at [www.asppa.org/education/ed\\_tgpc1\\_info.htm](http://www.asppa.org/education/ed_tgpc1_info.htm).

## **ASPPA Exam Policies: What's New?**

### **Calculators**

Beginning with the Spring 2009 ASPPA examination cycle, candidates will NOT be permitted to carry calculators into Prometric Testing Centers. Candidates will have access to an onscreen calculator provided during the examinations. Prometric will furnish, if requested, each candidate with a handheld calculator.

### **Exam Appointment Rescheduling**

A candidate is permitted to reschedule the date, time and location of a scheduled examination appointment within the same testing window – the candidate must contact Prometric by telephone or



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through their online system. **Rescheduling fees will be collected by Prometric at the time of rescheduling.** The fees for 2009 are as follows:

<b>Rescheduling Fees</b>	
30 days before scheduled appointment:	\$0
2-29 days before scheduled appointment:	\$35
Less than 2 days before scheduled appointment (multiple choice exams):	\$77
Less than 2 days before scheduled appointment (essay exams):	\$86

More information on Prometric Testing Center policies can be found on ASPPA's Web site at:  
[www.asppa.org/education/ed\\_ee\\_cc.htm#13](http://www.asppa.org/education/ed_ee_cc.htm#13).

### **Exam Postponement Policy**

A candidate is permitted to postpone a proctored examination to a future window no later than the postponement deadline identified below by completing the ASPPA Postponement Form, paying the postponement fee of \$125 and canceling his/her scheduled appointment with Prometric. **If a candidate does not submit a Postponement Form to ASPPA by the postponement deadline, the candidate will forfeit his/her examination fee.**

#### **Postponement Deadlines:**

Spring Examination Window:	June 12
Fall Examination Window (CPC Exam):	November 5
Fall Examination Window (Multiple Choice Exams):	December 1

**If a candidate fails to cancel his/her examination appointment at least 48 hours prior to his/her scheduled appointment, the candidate will NOT be allowed to postpone AND the candidate will forfeit his/her registration fee.**

The Postponement Form and fee must be received by ASPPA on or before the postponement deadline. The postmark date is irrelevant. The ASPPA staff cannot assist with canceling an appointment with Prometric. There will be no exceptions. If it is necessary to postpone an examination, note that the study materials purchased in preparation for the examination may not be the current study materials for examinations in a different calendar year.

### **New TGPC Credential Program**

The Tax-Exempt & Governmental Plan Consultant (TGPC) is a new credential offered by ASPPA to educate professionals who specialize in the 403(b) and/or 457 marketplace as well as other plans maintained by tax-exempt and governmental entities.

The Tax-Exempt and Governmental Plan Administration Certificate will require successful completion of ASPPA's online Tax-Exempt & Governmental Plan Administration examination (TGPC-1). This examination will be available in summer 2009.

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The TGPC credential will require successful completion of ASPPA's existing Retirement Plan Fundamentals Parts 1 and 2 examinations (RPF-1 and RPF-2), followed by the Tax-Exempt & Governmental Plan Administration examination (TGPC-1 – an administrative-focused online examination) and the Tax-Exempt & Governmental Plan Consultant examination (TGPC-2 – a proctored examination focused on the sales and marketing aspects). The TGPC-2 examination will be offered during the 2009 fall examination window, November 2 – December 11.

In addition to passing the required examination series to obtain the TGPC credential, a candidate must meet ONE of the following requirements:

- Two letters of reference demonstrating at least three years experience in connection with tax-exempt and/or governmental plans; or
- Series 6, 7 or 65 license issued by the FINRA (formerly NASD) and two letters of reference demonstrating at least two years of retirement plan related experience; or
- State-life or annuity insurance license and two letters of reference demonstrating at least two years of retirement plan related experience; or
- Investment Advisor Representative or Registered Investment Advisor credential and two letters of reference demonstrating at least two years of retirement plan related experience.

For more information, please visit [www.asppa.org/tgpc](http://www.asppa.org/tgpc).

### **New RPF Assessments Available**

ASPPA offers assessment packages for the RPF-1 and RPF-2 examinations. Each assessment package contains Version 1 of the respective examination and an assessment examination. The assessment examination is a tool that measures a candidate's knowledge PRIOR to preparing for and taking the RPF examination. The candidate receives a preliminary score with incorrect items identified. This assessment does not count towards meeting the RPF examination requirement. Some candidates may also wish to take the assessment examination to measure their readiness to take the RPF examination. Each assessment package costs \$200, and the candidate will receive immediate access to the RPF examination and the assessment examination through his/her ASPPA online account when ordered online at the [ASPPA Bookstore](http://www.asppa.org/bookstore). If ordered via fax or by mail, please allow seven to ten business days for access; for the downloadable publication order form, please visit [www.asppa.org/resources/res\\_pubs.htm](http://www.asppa.org/resources/res_pubs.htm). The assessment examination is not sold separately.

### **Restructured CPC Credential Program**

As previously announced, the CPC program has been redesigned effective January 1, 2009. The revamping of the program now requires the successful completion of a series of core and elective online modules and one proctored essay examination.

### **CPC Module Description, Topics and Requirements**

Each module includes a text component and an online exam. The questions are designed to reflect real situations that arise as practitioners consult with clients in practice. Candidates may need to do some research before answering the questions.

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It is expected that candidates will use resources and reference materials beyond the information in the text. In this way, the online modules test not only a candidate's mastery of the material in general, but also the candidate's ability to research complex issues and provide the proper advice to clients.

There are six **core** online modules required:

- DOL Topics\*;
- Defined Benefit Topics\*;
- Investments;
- Distributions & Loans;
- Fiduciary Topics; and
- Related Groups & Business Transactions.

\*A candidate with a QPA achieved through the conventional ASPPA program will receive credit for the DOL Topics and Defined Benefit Topics modules due to the fact that this knowledge was previously tested, and will therefore only have to complete four core modules and two of the three elective modules.

There are three **elective** online modules. CPC credential candidates must pass two of the three modules:

- ESOPs;
- Governmental & Tax-exempt Plans; and
- Nonqualified Plans

The registration fee is \$75 per module, including the required reading and online examination. Optional webcourses will be available in the future for an additional fee. Registration for the will open in late spring.

### **CPC Exam**

The successful completion of one comprehensive, proctored, 4 ½-hour examination is required to attain the CPC credential, in addition to the successful completion of the online modules.

The proctored examination consists of eight multi-part essay questions covering the following topics:

- 401(k) Plans;
- Business Entities and Related Groups;
- Correction Programs & Ethics;
- Coverage & Nondiscrimination;
- Defined Benefit Plans;
- Distributions & Loans;
- Fiduciary Responsibilities including ERISA §404(c); and
- Plan Design.

The exam remains challenging, but efforts have been made to test the knowledge that the majority of those who hold the CPC credential need to know in practice on a frequent basis and to avoid testing truly obscure information.

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The revised CPC examination will be offered for the first time on November 12, 2009, during the fall examination window. Thereafter, the examination will be offered one day during both the spring and the fall examination windows.

Candidates who have already passed the C-3 or C-4 examinations will receive credit for some of the modules. [Click here](#) to view the transition plan.

### **The ERISA Outline Book, 2009 Edition**

*The ERISA Outline Book* is both a reference book and a study guide on qualified plans, presented in outline format and fully indexed. *The ERISA Outline Book* is the recommended study resource for the IRS Enrolled Retirement Plan Agent (ERPA) Program. For 2009, it has been expanded to six volumes and an expansive index. For more information on the ERPA Program, visit [www.erpaexam.org](http://www.erpaexam.org).

Highlights from *The ERISA Outline Book, 2009 Edition* include:

- PPA technical corrections and other provisions of the Worker, Retiree, and Employer Recovery Act of 2008
- Provisions in the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act)
- All PPA 2006 guidance issued in 2008, including minimum funding guidance
- Revised EPCRS procedures
- Guidance on rollovers to Roth IRAs
- Guidance on qualified optional survivor annuities
- Revised PBGC premium payment regulations
- DOL Q&As on qualified default investment alternatives
- DOL guidelines on economically-targeted investments, annuitizing benefits under a defined contribution plan and proxy voting
- All other notices, rulings and other guidance from DOL, IRS and PBGC issued in the last year
- The latest ERISA litigation cases

*The ERISA Outline Book, 2009 Edition* is available in the following formats:

- Print Edition
- Online Edition (Single or Multiple Log-ins)
- Print & Online Edition Package

For more information and to order, visit [www.asppa.org/erisaoutlinebook](http://www.asppa.org/erisaoutlinebook).

### **Supplementary Study Tools**

ASPPA has developed a number of tools to assist candidates in preparing for ASPPA examinations including:

#### Practice Examinations

2009 practice exams for the DC-1, DC-2, DC-3, DB, PFC-1 and PFC-2 examinations are available through the [ASPPA Bookstore](#).



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### Webcourses

ASPPA has partnered with the Institute for Pension Plan Management at Indiana University-Purdue University Fort Wayne (IPFW) to offer new webcourses providing introductory training for new employees. The webcourses also help to prepare the RPF-1 and RPF-2 examination candidates for the most challenging topics covered on the respective examinations. For more information, please visit [www.asppa.org/education/ipf-rpf-edu.htm](http://www.asppa.org/education/ipf-rpf-edu.htm).

ASPPA also offers DC-1, DC-2, PFC-1 and PFC-2 webcourses to assist candidates preparing for examinations. These webcourses are designed to address the most challenging topics covered on the corresponding examinations. Each webcourse consists of six sessions, with each session being 50-60 minutes in length. It is expected that webcourse registrants preparing for an examination thoroughly study the topics covered in the required reading for the corresponding examination (outlined in the examination syllabus). The webcourse sessions should not be used as a substitute for these materials. Visit <http://www.asppa.org/webcourses> for more information on available webcourses.

### **ASPPA Enrolled Actuary (EA) Fall EA-2A Review Courses**

ASPPA is once again offering weekend review courses for the EA-2A examination. The four-day EA-2A course is scheduled for October 3-6, 2009 in Chicago, IL. Early registration closes August 31, 2009.

Each student enrolled in an ASPPA EA review course receives Web access to a set of handouts, including practice problems and solutions to be worked prior to the course. The syllabus, suggested readings and other information regarding the EA examinations are included in the program.

Course participants are expected to have completed 150 hours of study time in preparation for the course. Preparation coverage should include, but is not limited to, the materials listed on the EA-2A reading lists.

The EA courses will be taught by David Farber, MSPA, EA, ASA. For more than 20 years, David has received excellent reviews for the EA preparatory and actuarial primer courses he teaches.

Tuition for the review course is \$1,200 for early registration and \$1,300 for regular registration. Remember, early registration closes August 31, 2009.

Registration will open on May 15, 2009. Registration will be available online at [www.asppa.org/education/ed\\_ea\\_course.htm](http://www.asppa.org/education/ed_ea_course.htm). For more information on the EA examinations, please visit [www.asppa.org/education/ea\\_exams.htm](http://www.asppa.org/education/ea_exams.htm).

### **Call for Nominations for 2009 Educator's Award**

The Education and Examination (E&E) Committee is seeking nominations for ASPPA's Educator's Award to recognize and honor outstanding educators.

Submit your nomination of an ASPPA member who has made a significant contribution to pension education (*e.g.*, through instruction, conferences, ASPPA Benefit Councils, promotion of ASPPA's



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education program or preparation of education materials). For additional information, please visit [www.asppa.org/educatorsaward](http://www.asppa.org/educatorsaward). Nominations must be submitted by June 1, 2009. Please include a few paragraphs in support of your nomination, including nominee background information.

The recipient of the award will be invited to attend an award presentation ceremony to be held at the 2009 ASPPA Annual Conference. In addition to an Educator's Award recognition plaque, the recipient's registration fee and hotel accommodations to the 2009 ASPPA Annual Conference will be waived, and he/she will receive news coverage articles in *The ASPPA Journal* and *The Candidate Connection*.

### 2009 Education and Examination Calendar

#### Spring 2009

April 17	Early registration deadline for spring examinations
April 17-20	EA-2B Review Course – Chicago, IL
May 13	Final registration deadline for spring examinations
May 14 – June 26	DB, DC-1, DC-2, DC-3, PFC-1, PFC-2 spring examination window
June 12	Postponement deadline for DB, DC-1, DC-2, DC-3, PFC-1 and PFC-2 spring examinations

#### Fall 2009

September 28	Early registration deadline for fall examinations
October 2-5	EA-2A Review Course – Chicago, IL
October 30	Final registration deadline for fall examinations
November 1	Annual Conference Review Sessions
November 2 – December 11	DB, DC-1, DC-2, DC-3, TGPC-2, PFC-1 and PFC-2 fall examination window
November 5	Postponement deadline for CPC examination
November 12	CPC examination
December 1	Postponement deadline for DB, DC-1, DC-2, DC-3, TGPC-2, PFC-1 and PFC-2 fall examinations
December 15	Deadline for submitting RPF-1, RPF-2 and TGPC-1 online examinations

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### AIRE: Summer 2009 ERPA-SEE Examination Registration

Registration is currently open for the Summer 2009 ERPA-SEE Examination window, administered through AIRE so sign up today if you are interested in pursuing the IRS' ERPA designation. The 2009 Summer examination window will be July 17 – August 31. The final registration deadline is July 16. To learn more about the ERPA-SEE examinations, visit [www.erpalexam.org](http://www.erpalexam.org). Study materials are available for



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purchase at [www.airellc.org](http://www.airellc.org). Live review sessions are also available during the upcoming NIPA Annual Conference.

### **Stay in Touch**

We need your help. Please don't forget to update your contact information if you move, accept a new job or simply change your e-mail address. It is quick and easy to update your contact information by logging into your online account on the [ASPPA Web site](#). Keeping your information current ensures that we can communicate important examination and educational updates to you—whether we're announcing an important change in policy or reminding you of examination deadlines. We want you to have the information you need to pursue your professional development goals, so please remember to let us know if your contact information changes.

Questions? E-mail [education@asppa.org](mailto:education@asppa.org).