



Best Educational
Institute in Banking
and Insurance 2016
Awards



Honourable Commendation for
Financial Planning Awareness Programs
With Hui Award for Educational Innovation 2014



MFPC CPD Submission

Guidelines



WORLD
EDUCATION
CONGRESS

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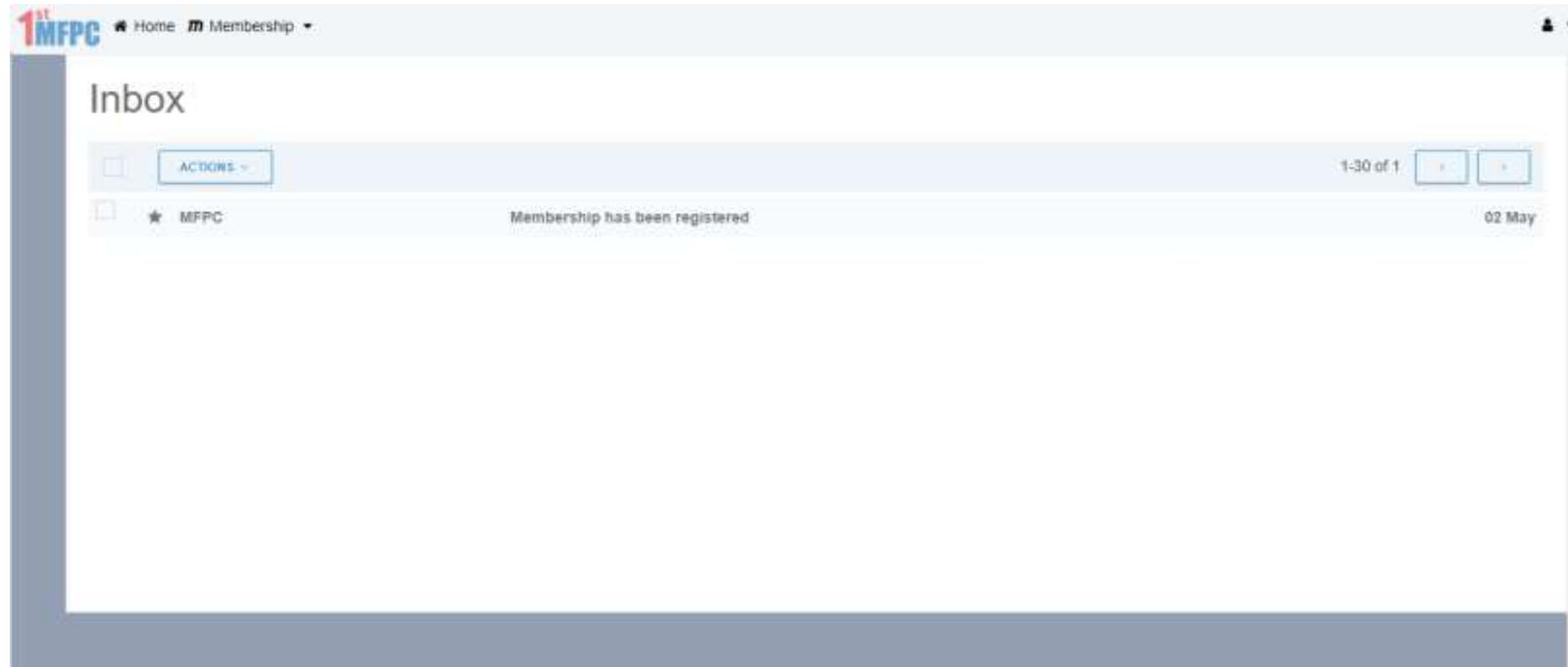


Nonhonorable Commendation for
Financial Planning Awareness Programs
Wen Hai Award for Educational Innovation 2014



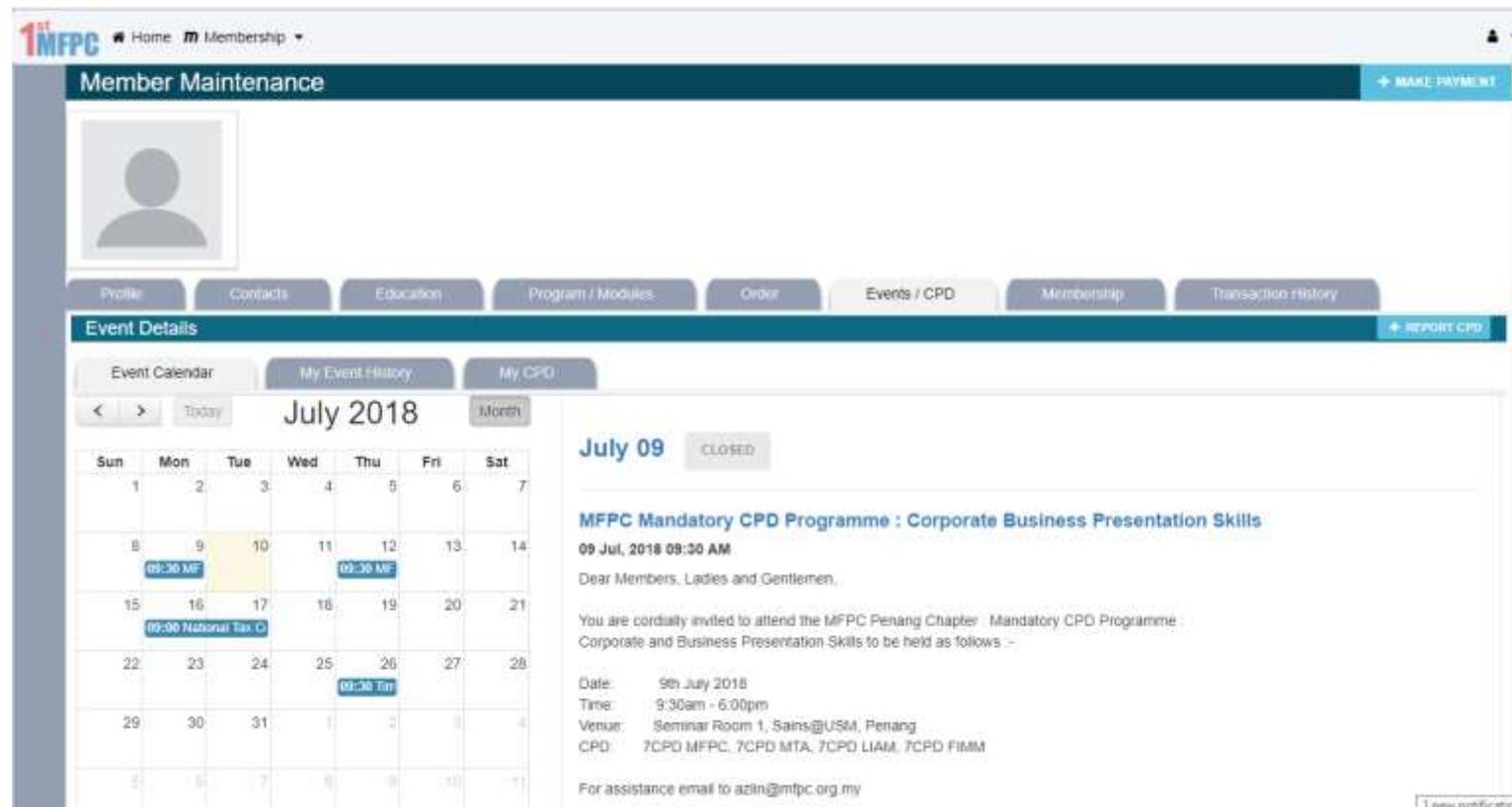
Step 2

Go to pulldown Menu Membership and select member maintenance



Step 3

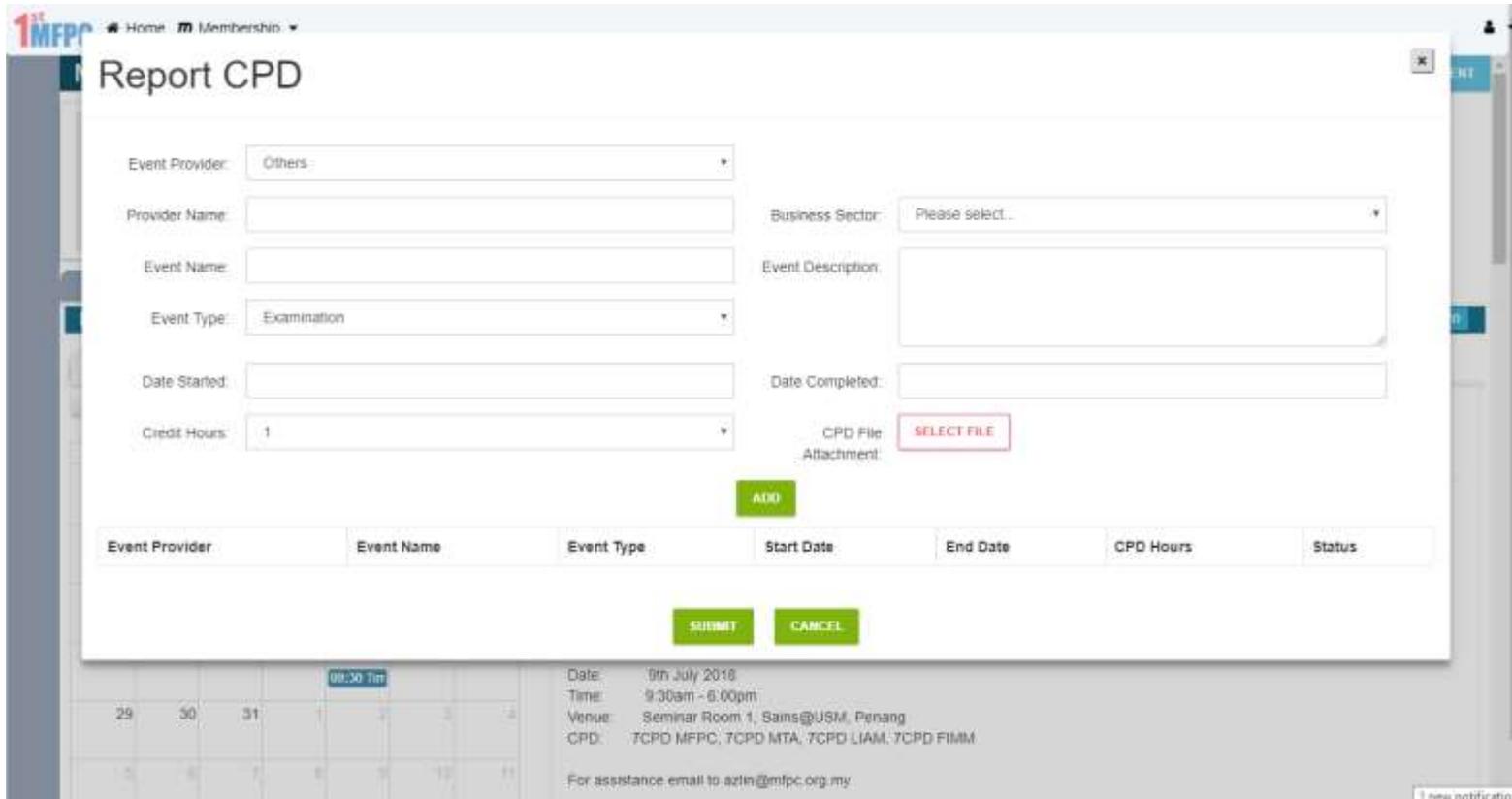
Please select the folder tab Events / CPD.
To submit CPD please click Report CPD on the right corner



The screenshot shows the MFPC Member Maintenance portal. At the top, there are navigation links for Home and Membership. Below this is a 'Member Maintenance' header with a '+ MAKE PAYMENT' button. A user profile picture is shown on the left. A horizontal menu contains tabs for Profile, Contacts, Education, Program / Modules, Order, Events / CPD, Membership, and Transaction History. The 'Events / CPD' tab is selected, and a '+ REPORT CPD' button is visible on the right. Below the menu, there are three sub-tabs: Event Calendar, My Event History, and My CPD. The 'Event Calendar' sub-tab is active, displaying a calendar for July 2018. The calendar shows several events: '09:30 MF' on July 10, 11, and 26; '09:30 National Tax C' on July 16; and '09:30 Fin' on July 26. To the right of the calendar, the details for the event on July 09 are shown, including the title 'MFPC Mandatory CPD Programme : Corporate Business Presentation Skills', the date and time '09 Jul, 2018 09:30 AM', and a 'CLOSED' status. The event description invites members to attend a mandatory CPD programme on Corporate and Business Presentation Skills. The date is 9th July 2018, the time is 9:30am - 6:00pm, the venue is Seminar Room 1, Sains@USM, Penang, and the CPD credits are 7CPD MFPC, 7CPD MTA, 7CPD LIAM, and 7CPD FIMM. For assistance, the email azlin@mfpc.org.my is provided. A 'new notification' icon is visible in the bottom right corner.

Step 4

- Please fill in the relevant info of the CPD and please attach the certificate of attendance or CPD report (Mandatory)
- After attach the file click the ADD button
- Then click the submit button to send

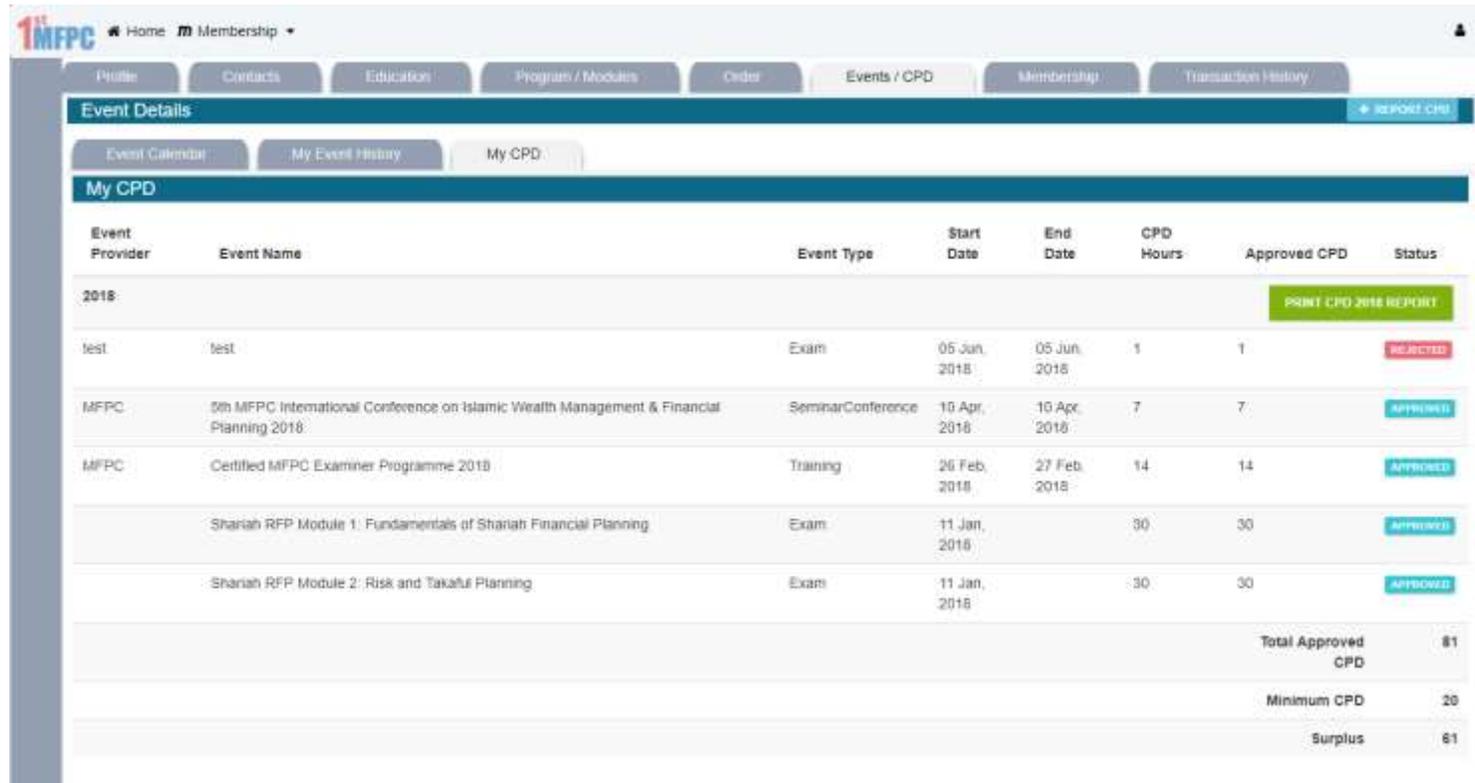


The screenshot shows the 'Report CPD' form in a web application. The form includes the following fields and controls:

- Event Provider: Dropdown menu with 'Others' selected.
- Provider Name: Text input field.
- Business Sector: Dropdown menu with 'Please select...'.
- Event Name: Text input field.
- Event Description: Text area.
- Event Type: Dropdown menu with 'Examination' selected.
- Date Started: Text input field.
- Date Completed: Text input field.
- Credit Hours: Dropdown menu with '1' selected.
- CPD File Attachment: 'SELECT FILE' button.
- ADD button: Green button below the form fields.
- Table with columns: Event Provider, Event Name, Event Type, Start Date, End Date, CPD Hours, Status.
- SUBMIT button: Green button below the table.
- CANCEL button: Green button below the table.
- Calendar: Partially visible at the bottom left.
- Event Details: Date: 9th July 2018, Time: 9:30am - 6:00pm, Venue: Seminar Room 1, Sains@USM, Penang, CPD: 7CPD MFPC, 7CPD MTA, 7CPD LIAM, 7CPD FIMM.
- Footer: For assistance email to: azlin@mfpfc.org.my.

Step 4

You can check you status of approval and print your CPD on the Sub menu on My CPD



The screenshot shows the MFPC My CPD dashboard. At the top, there are navigation tabs: Profile, Contacts, Education, Program / Modules, Order, Events / CPD, Membership, and Transaction History. The 'Events / CPD' tab is active, showing 'Event Details' and 'My CPD' sub-menus. The 'My CPD' section displays a table of events with columns for Event Provider, Event Name, Event Type, Start Date, End Date, CPD Hours, Approved CPD, and Status. A 'PRINT CPD 2018 REPORT' button is visible. The table lists several events, including a rejected one and several approved ones. A summary table at the bottom shows 'Total Approved CPD' as 81, 'Minimum CPD' as 20, and 'Surplus' as 61.

Event Provider	Event Name	Event Type	Start Date	End Date	CPD Hours	Approved CPD	Status
							PRINT CPD 2018 REPORT
test	test	Exam	05 Jun, 2018	05 Jun, 2018	1	1	REJECTED
MFPC	5th MFPC International Conference on Islamic Wealth Management & Financial Planning 2018	SeminarConference	10 Apr, 2018	10 Apr, 2018	7	7	APPROVED
MFPC	Certified MFPC Examiner Programme 2018	Training	26 Feb, 2018	27 Feb, 2018	14	14	APPROVED
	Shariah RFP Module 1: Fundamentals of Shariah Financial Planning	Exam	11 Jan, 2018		30	30	APPROVED
	Shariah RFP Module 2: Risk and Takaful Planning	Exam	11 Jan, 2018		30	30	APPROVED
						Total Approved CPD	81
						Minimum CPD	20
						Surplus	61