

Give Back with FP Canada™

Exam Volunteer Opportunities

FP Canada Standards Council™ is seeking volunteers to support the CFP designation by participating in one or more of upcoming opportunities: test-writing sessions, CFP® exam scoring, and item writing workshops.

Volunteering with FP Canada offers opportunities for professional development, networking, and the chance to contribute to the advancement of the financial planning profession.

ABOUT THE OPPORTUNITIES

CFP Exam Test-Writing

The CFP exam is a competency-based exam composed of multiple-choice and constructed-response questions and our mock exam process allows us to collect important feedback about the exam. The remote CFP Mock Exams will take place on the following days for a total of 6 hours the day you select. Volunteers will receive an honorarium and **up to six (6) Continuing Education (CE) credits** in the category of Financial Planning for their participation in each session. Please note that these dates are tentative and subject to change:

- **March 19, 2025**
- **March 20, 2025**
- **August 4, 2025**
- **August 5, 2025**

During the writing of the exam, you will be asked to provide feedback on exam questions. Immediately after the writing of the exam, you will be provided with a survey for your feedback on the exam structure, time provisions, format, exam-day procedures, and more. This feedback is critical for the development of the CFP exam. We rely on your feedback to confirm the validity of the content and other aspects of the exam.

CFP Exam Scoring

CFP Exam Scoring involves scoring the candidate responses of the CFP exam. FP Canada Standards Council staff will train and effectively prepare you to conduct this rigorous and important work. Volunteers will receive an honorarium and **up to twenty (20) Continuing Education (CE) credits** in the category of Financial Planning **and four (4) Continuing Education (CE) credits** in the category of Giving Back for their participation in each session.

Scoring sessions for 2025 will take place on the following days:

- **June 16-19, 2025**
- **October 20-23, 2025**

Item Writing Workshops

Item Writing involves a four-day in-person workshop to develop exam questions – either multiple-choice or short-answer items. Questions are written to be clear, fair, and to accurately assess relevant financial planning competence. These workshops are tentatively scheduled for mid-May 2025, late September 2025 and early February 2026. Volunteers will receive an honorarium and **up to sixteen (16) Continuing Education (CE) credits** in the category of Financial Planning and **four (4) Continuing Education (CE) credits** in the category of Giving Back for their participation **in each session**.

Volunteers from previous sessions of these activities have reported 100% satisfaction with their experience and indicated that they would participate again and recommend these activities to their colleagues.

Eligibility Requirements

To volunteer for this opportunity, you:

- are a CFP professional and have completed the CFP exam within the past 10 years;
- are free of conflicts of interest (i.e., you do not work with or for exam preparatory course providers or in any other situation where the information discussed or the materials used during the exam development process would be beneficial); and,
- have extensive financial planning expertise, preferably with specialty knowledge in one or more of the following areas: financial management, asset management, risk management, tax planning, retirement planning and estate planning.

Apply Now

Apply by **March 7, 2025**, by completing this [Survey](#), to indicate your interest to volunteer for one or more of these CFP exam opportunities. We will be reaching out to the selected applicants for the CFP Mock Exam in the week of March 10th and will follow up thereafter with the applicants for CFP Exam Scoring and the Item Writing Workshop regarding the next steps in the application process.