

ACCREDITATION POLICY

Version 5.0



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ACCREDITATION POLICY

1. INTRODUCTION

The Australian Compliance Institute (ACI) is committed to building a community of compliance professionals and providing the foundations to support their career development.

An important part of the recognition of compliance professionals is the ACI accreditation program. The program demonstrates the achievement by the member to obtain nationally recognised compliance qualifications and a commitment that their knowledge and skills are current.

This document explains how ACI members attain the accreditation marks issued by the ACI. The accreditation marks are as follows:

- Associate of the Australian Compliance Institute (AACI)
- ACI Certified Compliance and Risk Professional (ACI CCRP)
- ACI Certified Compliance and Risk Professional Fellow (ACI CCRP Fellow)
- ACI Skilled Anti Money Laundering Professional (Skilled AML Professional)
- ACI Certified Anti Money Laundering Professional (Certified AML Professional)
- ACI Certified Anti Money Laundering Professional (Fellow) (Certified AML Professional (Fellow))

2. AACI CRITERIA

The AACI designation is an accreditation for compliance professionals, recognising their knowledge, skills and experience as a compliance or risk practitioner.

To be awarded this designation, the member must fulfil all the following:

- Complete the 10964NAT Certificate IV in Compliance and Risk Management.
- Be a financial member of the ACI and retain membership.
- Have completed two years' experience in a role with compliance and/risk duties.
- Ongoing commitment to Continual Professional Development (CPD), earning 20 CPD points during the membership year (from July 1 to June 30). Information on the CPD point structure is available on the ACI website.

3. CCRP CRITERIA

The CCRP designation is for senior practitioners who have contributed to the profession. The CCRP designation is awarded to those with five years' experience or more – recognising their leadership and management skills, knowledge, and experience as a compliance and/or risk practitioner.

To be awarded this designation, the member must fulfil all the following:

- Complete the 10980NAT Graduate Certificate in Compliance and Risk Management.

- Be a financial member of the ACI and retain membership.
- Commitment and adherence to the ACI Code of Ethics.
- Have completed five years' experience in a role with compliance and/or risk responsibilities, with two of those years in senior/management positions.
- Ongoing commitment to Continual Professional Development (CPD), earning 20 CPD points during the membership year (from July 1 to June 30).

4. CCRP FELLOW CRITERIA

The CCRP Fellow designation is for senior practitioners who have contributed extensively to the compliance profession for the benefit of their peers and the industry. The Fellow designation is the highest accreditation level available, awarded to those with ten years' experience or more and having demonstrated thought leadership in the compliance profession.

To be awarded this designation, the member must fulfil all the following:

- Complete the 10980NAT Graduate Certificate in Compliance and Risk Management.
- Be a financial member of the ACI and retain membership.
- Commitment and adherence to the ACI Code of Ethics.
- Demonstrate at least 10 years' experience in a compliance or risk related role, with five of those years in senior/management positions.
- Author and publish a compliance or risk management article in the ACI official publication.
- Portfolio of evidence demonstrating thought leadership
- Provide a written reference from at least one mentoree.
- Ongoing commitment to Continual Professional Development (CPD), earning 20 CPD points during the membership year (from July 1 to June 30).

5. SKILLED AML PROFESSIONAL CRITERIA

The Skilled AML Professional designation is an accreditation for AML professionals, recognising their knowledge, skills, and experience as an AML practitioner.

To be awarded this designation, the member must fulfil all the following:

- Complete the FNSSS00010 Anti Money Laundering and Counter Terrorism Financing Skill Set
- Be a financial member of the ACI and retain membership.
- Commitment and adherence to the ACI Code of Ethics.
- Ongoing commitment to Continual Professional Development (CPD), earning 20 CPD points during the membership year (from July 1 to June 30).

6. CERTIFIED AML PROFESSIONAL CRITERIA

The Certified AML Professional designation is for senior practitioners who have contributed to the AML profession. The Certified AML Professional designation is awarded to those with five years' experience or more – recognising their

leadership and management skills, knowledge, and experience as a compliance and/or risk practitioner.

To be awarded this designation, the member must fulfil all the following:

- Complete the FNS80020 Graduate Certificate in Anti Money Laundering and Counter Terrorism Financing.
- Be a financial member of the ACI and retain membership.
- Commitment and adherence to the ACI Code of Ethics.
- Have completed five years' experience in a role with AML responsibilities, with two of those years in senior/management positions.
- Ongoing commitment to Continual Professional Development (CPD), earning 20 CPD points during the membership year (from July 1 to June 30).

7. CERTIFIED AML PROFESSIONAL FELLOW CRITERIA

The Certified AML Professional Fellow designation is for senior practitioners who have contributed extensively to the AML profession for the benefit of their peers and the industry. The Fellow designation is the highest accreditation level available, awarded to those with ten years' experience or more and having demonstrated thought leadership in AML.

To be awarded this designation, the member must fulfil all the following:

- Complete the FNS80020 Graduate Certificate in Anti Money Laundering and Counter Terrorism Financing or the FNS80120 Graduate Diploma in Anti Money Laundering and Counter Terrorism Financing.
- Be a financial member of the ACI and retain membership.
- Commitment and adherence to the ACI Code of Ethics.
- Demonstrate at least 10 years' experience in an AML, with five of those years in senior/management positions.
- Author and publish an AML article in the ACI official publication.
- Portfolio of evidence demonstrating thought leadership
- Provide a written reference from at least one mentoree.
- Ongoing commitment to Continual Professional Development (CPD), earning 20 CPD points during the membership year (from July 1 to June 30).

8. APPLICATION PROCESS

Financial members who complete an ACI qualification will be automatically processed for the relevant ACI accreditation. Other members can apply at any time, so long as they meet the criteria set out above.

The academic requirements cannot be substituted by other courses or qualifications.

Applications for all designations can be made by sending an email to the ACI at education@compliance.org.au. The application should clearly set out the designation sought and evidence of the criteria to be met. Applications for all designations (except Fellow) are free of charge.

Applications for either of the Fellow designations will require the following:

- A CV, including referees.
- A copy of the published article in the ACI official publication
- Portfolio of evidence demonstrating thought leadership
- A written reference from a mentoree.

All Fellow applications will require a one-off application of \$750 (including GST). Incomplete applications will not be accepted. The application fee will not be refunded where the application does not meet the criteria and must be paid in advance at the time of applying.

Applications can be sent to the ACI at education@compliance.org.au.

9. APPLICATION APPROVAL

All applications will be referred to the Professional Development Committee for review and approval. Referrals to the Professional Development Committee will include information on the academic attainment and relevant information from the member's CV.

The Professional Development Committee may ask the member to provide additional information to support the application, as required. This may include additional references or supporting documentation in relation to experience or knowledge.

If an application is rejected, the member will receive a written statement from the Professional Development Committee outlining the reasons for the rejection. The member may lodge an appeal to the ACI Board within 10 days of receiving the rejection.

The decision of the ACI Board is final.

Version Control

Date	Version number	Description of amendment	Authorised by
2009-2013	V1 to v1.9	Included in Policy and Procedures revisions	Maree Hurley
December 2013	V2.0	Included in Policy and Procedures revisions	Maree Hurley
April 2014	V3.0	Included in Policy and Procedure rationalisation	John Saunders
January 2022	V4.0	Incorporated in Assignment Submission Guide	John Saunders
7 MAY 2024	V5.0	Revised and issued as a stand-alone policy. To be included in the Policy and Procedures.	Professional Development Committee