

**ITEM 1: COVER PAGE**

**BROCHURE SUPPLEMENT**

(Part 2B of Form ADV)

**RICHARD L. COX, SR. QFP, CFP<sup>®</sup>, ChFC<sup>®</sup>, CWM<sup>™</sup>, MFP<sup>™</sup>, ATA<sup>®</sup>, CLU<sup>®</sup>, AEP<sup>®</sup>, QKA**



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**May 9, 2012**

This brochure supplement provides information about Richard Lee Cox, Sr. which supplements Cox Wealth Management, LLC's brochure. You should have received a copy of that brochure. Please contact us at (423) 894-3882 if you did not receive the Cox Wealth Management, LLC's brochure, or if you have any questions about the contents of this supplement. These brochures are also available on the [www.coxwealth.com](http://www.coxwealth.com) website under the "OUR FORM ADV" link for your convenience. Thank you.

Additional information about Richard Lee Cox, Sr. is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov)

## ITEM 2: EDUCATIONAL BACKGROUND AND BUSINESS EXPERIENCE

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### Education and Business Standards:

Cox Wealth Management, LLC requires that its advisors have either a bachelor's degree or relevant business experience and further coursework demonstrating knowledge of financial planning and tax planning. Examples of acceptable coursework include: an MBA, a CFP®, a CFA®, a ChFC®, JD, CTFA, EA, ATA® or CPA. Additionally, advisors must have work experience that demonstrates their aptitude for financial planning and investment management.

**RICHARD L. COX, SR. QFP, CFP®, ChFC®, CWM™, MFP™, ATA®, CLU®, AEP®, QKA**  
YEAR OF BIRTH 1953

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### Executive Summary:

Richard Lee Cox, Sr. began his financial services career in 1976 as a field agent for a regional insurance company. He earned recognition as outstanding agent of the year for several years, primarily as a result of his unique insurance analysis and review process he developed for use with his clients. He was eventually promoted to Unit Supervisor and managed a team of agents. He also collaborated with the Home Office as the chief designer in the construction of a specialized insurance product that was a competitive alternative to universal life insurance.

Not having a formalized college education after graduating high school in 1972 he enrolled in an advanced insurance educational program in 1977 and continued his education at the American College in Bryn Mawr, PA and the College for Financial Planning in Denver, CO, with a concentration in financial planning. He has earned several professional designations. In 2006 he challenged and passed the two day 10 hour Certified Financial Planner™ exam.

In 1984 he founded Cox Financial Centers, Inc. an independent insurance agency to enable him to offer insurance products to his clients. He became licensed as a securities representative in 1985 to offer mutual funds and variable products to his clients. In 1986 he became General Securities licensed to be able to offer individual stocks, bonds, and other securities to his planning clients.

In 1992 he became the Legal Agent and Managing Principal for FSC Advisory Corporation a wholly owned SEC Registered Investment Advisory firm of Financial Service Corporation, offering fee based investment advice to his clients. The experience gained in operating the fee based firm proved valuable in the design and build out of his own Registered Investment Advisory firm Cox Wealth Management, LLC which he founded in 1998 when FSC Advisory Corporation was merged into FSC Securities Corporation.

In 1993 he founded Legacy Trust Administration Services, Inc. and serves as its CEO. Legacy provides trust, estate, and business accounting services to its clients.

He founded Advisor Planning Corporation in 2001 as a consulting firm to other financial planners and financial services companies. He is frequently contacted by financial services firms for consulting engagements on the design and implementation of back office systems, processes and the technology necessary to create efficiencies in their operations. He has served as outside consultant to many of the firms which he has been associated as well as on various advisory boards in the industry.

Richard Lee Cox, Sr. chose the commission and fee combination form of compensation (also known as a Hybrid Model in the industry) because many times when instructing clients to purchase a specific commission product clients did not know where or how to acquire the recommended products. This resulted in skewed investment allocations, higher costs, and lessened opportunity to achieve the financial goals established for the client. By offering commission products as a Registered Representative he is able to match the specific product needed to the financial plan recommendations and aid his clients through the planning process.

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## Professional Education:

THE AMERICAN COLLEGE, Bryn Mawr, PA ( <i>Graduate Course</i> ) ACCREDITED ESTATE PLANNER CURRICULUM	2007
CERTIFIED FINANCIAL PLANNER BOARD OF STANDARDS, INC., Washington, DC CERTIFIED FINANCIAL PLANNER™ EXAM 10 Hour Challenge Exam, Georgia State University, Atlanta, GA	2006
THE AMERICAN COLLEGE, Bryn Mawr, PA ( <i>Life Insurance</i> ) CHARTERED LIFE UNDERWRITER CURRICULUM,	2001-2006
THE AMERICAN COLLEGE, Bryn Mawr, PA ( <i>Financial Planning</i> ) CHARTERED FINANCIAL CONSULTANT CURRICULUM,	1984-1996
COLLEGE FOR FINANCIAL PLANNING, Denver, Co, <i>Institute of Tax Studies</i> ( <i>Masters of Science</i> ) ACCREDITED TAX ADVISOR CURRICULUM,	1993-1995
THE AMERICAN COLLEGE, Bryn Mawr, PA LIFE UNDERWRITER TRAINING COUNCIL CURRICULUM,	1977-1988

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## Professional Designations: \*\*

QUALIFIED KINGDOM ADVISOR™ (ID 10597) <i>Awarded 2011</i> Kingdom Advisors, Atlanta, GA	(QKA)
ACCREDITED ESTATE PLANNER®, (Certificate 2023) <i>Awarded 2008</i> The National Association of Estate Planners & Councils, Cleveland, OH	(AEP®)
CHARTERED LIFE UNDERWRITER® (ID 1190199) <i>Awarded 2006</i> The American College, Bryn Mawr, PA	(CLU®)
CERTIFIED FINANCIAL PLANNER™ PRACTITIONER (ID 115915) <i>Awarded 2006</i> The Certified Financial Planner Board of Standards, Inc. Washington, DC	(CFP®)
CHARTERED WEALTH MANAGER™ <i>Awarded 2005</i> The American Academy of Financial Management Colorado Springs, CO	(CWM™)
MASTER FINANCIAL PROFESSIONAL™ <i>Awarded 2005</i> The American Academy of Financial Management Colorado Springs, CO	(MFP™)

**QUALIFIED FINANCIAL PLANNER ( ID 04071159)**

**(QFP)**

*Awarded 2003*

The International Association of Qualified Financial Planners  
Beverly Hills, CA

**CHARTERED FINANCIAL CONSULTANT<sup>®</sup> (ID 1190199)**

**(ChFC<sup>®</sup>)**

*Awarded 1996*

The American College,  
Bryn Mawr, PA

**ACCREDITED TAX ADVISOR<sup>®</sup> (ID 2616034)**

**(ATA<sup>®</sup>)**

*Awarded 1995*

The Accreditation Council for Accountancy & Taxation,  
Alexandria, VA

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*\*\*Richard Lee Cox, Sr has earned certifications and credentials that are required to be explained in further detail please refer to the explanations for each designation listed at the end of this document.*

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## License and Registrations

Richard Lee Cox, Sr. is licensed to sell securities and holds the following securities licenses:  
CRD # 1403565

<b>Series 65 (Uniform Investment Adviser Law)</b>	<b>1996</b>
<b>Series 24 (General Securities Principal)</b>	<b>1988</b>
<b>Series 7 (General Securities Representative)</b>	<b>1987</b>
<b>Series 63 (Uniform Securities Agent State law)</b>	<b>1985</b>
<b>Series 6 (Investment Representative)</b>	<b>1985</b>

You can verify these licenses online at <http://www.finra.org/brokercheck>

Richard Lee Cox, Sr. is licensed to sell insurance and holds the following insurance licenses:

Tennessee Department of Commerce and Insurance

<b>Licensed Insurance Agent, Life, Health and Variable Contracts</b>	<b>1976</b>
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TN License # 0026387

You can verify licenses online at <https://sbs-tn.naic.org/Lion-Web/jsp/sbsreports/AgentLookup.jsp>

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## Professional Experience

**Cox Wealth Management, LLC, Chattanooga, TN,**  
Chief Investment Manager, 1998 to Present

**Cox Financial Centers, Inc. Chattanooga, TN,**  
President/CEO, 1984 to Present (Formerly Cox & Associates)

**Legacy Trust Administration Services, Inc. Chattanooga, TN,**  
CEO, 1993 to Present

**American Portfolios Financial Services, Holbrook, NY**  
Registered\* Principal/ Branch manager, 2010 to Present

**FSC Securities Corporation, Atlanta, GA,**  
Registered\* Principal/ Branch manager, 1992 to 2010

**FSC Agency, Inc., Atlanta, GA,**  
Insurance Broker, 1992 to 2010

**Advisor Planning Corporation, Chattanooga, TN,**  
President/ CEO, 2001 to Present

**Cox Mortgage Advisors, Inc. Chattanooga, TN,**  
President/CEO, 1999 to 2002

**FSC Advisory Corporation, Atlanta, GA,**  
Legal Agent/Principal/Associated Representative, 1992 to 1998

**SunAmerica Securities, Phoenix, AZ,**  
Registered\* Principal/ Branch Manager, 1989 to 1992

**Southmark Financial Services, Dallas, TX**  
Registered\* Principal/ Branch Manager, *purchased by SunAmerica in 1989, 1986-1989*

**American United Life, Indianapolis, IN,**  
Agent / Broker, 1995 to Present

**The Columbus Mutual Life, Columbus, OH,**  
General Agent/ Broker, 1989 to Present

**The Guardian Life, New York, NY,**  
Agent/ Unit Supervisor/ Broker, 1986 to Present

**Principal Mutual, Des Moines, IA,**  
Agent/ Unit Supervisor/ Broker, 1984 to Present

**Bankers Life Equity Sales Company (BLISCO), Des Moines, IA,**  
Registered\* Representative, 1985-1986

**American General Life** (formerly **Life & Casualty Insurance Company of Tennessee, Nashville, TN**) Agent/  
Unit Supervisor, 1976 to 1984

\* Registered does not imply a certain level of skill or training

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## Affiliated Associations & Experience

<b>American Portfolios Financial Services, Inc</b> <i>Advisory Committee Member (2011-2014)</i>	<b>2010</b>
<b>Kingdom Advisors, Inc.</b> <i>Atlanta, GA</i>	<b>2006</b>
<b>The American Academy of Financial Management</b> <i>Colorado Springs, CO</i>	<b>2005</b>
<b>The Estate Planning Council of Chattanooga, Chattanooga, TN</b> <i>Board Member (2009-2012)</i>	<b>2003</b>

<b>International Association of Qualified Financial Planners</b> <b>Beverly Hills, CA</b> <i>Board Member (2002-2004)</i> <i>Membership Chair (2002-2004)</i> <i>Awarded Life Membership for Service (2004)</i>	<b>2002</b>
<b>Financial Planning Association</b> <b>Washington, DC</b>	<b>2002</b>
<b>National Society of Accountants</b> <b>Alexandria, VA</b>	<b>1992</b>
<b>FSC Securities Corporation</b> <b>Atlanta, GA</b> <i>Advisory Board Member (1995-2001)</i>	<b>1992</b>
<b>Society of Financial Service Professionals</b> <b>Bryn Mawr, PA</b> <i>Chattanooga Chapter Board Member (2003-2007)</i> <i>Chattanooga Chapter Professional Development Chair (2004-2005)</i> <i>Chattanooga Chapter President (2005-2006)</i>	<b>1991</b>
<b>International Association for Financial Planning</b> <b>Atlanta, GA (Merged into Financial Planning Association)</b>	<b>1987</b>

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### Item 3: Disciplinary Information

Cox Wealth Management, LLC is required to disclose all material facts regarding any legal or disciplinary event that would be material to your evaluation of each investment person providing advice to you. Richard Lee Cox, Sr. has no information required to be disclosed under this Item.

### Item 4: Other Business Activities

In addition to his activities at Cox Wealth Management, LLC, Richard Lee Cox, Sr. is a Registered\* Principal of American Portfolios Financial Services, Inc. ("APFS") through which he manages and supervises a Branch Office. APFS is a registered broker-dealer with the Financial Industry National Regulatory Authority (FINRA), the Securities and Exchange Commission (SEC) and various states and a member of the Securities Investor Protection Corporation (SIPC). In this capacity, Mr. Cox may place clients in investment products sold through APFS and receives a usual and customary commission for doing so. Many such products have fixed commissions as they are sold through a prospectus. In this capacity, Mr. Cox spends approximately 20% of an average work week. Cox Wealth Management, LLC and APFS are unaffiliated companies.

Mr. Richard Lee Cox, Sr. is also the President/CEO of Cox Financial Centers, Inc. an Independent Insurance Brokerage agency which brokers Insurance products. Approximately 5% of an average work week is allotted by Mr. Richard L. Cox, Sr. to this activity.

Mr. Richard Lee Cox, Sr. is also the CEO of Legacy Trust Administration Services, Inc. a trust administration company that renders accounting and tax preparation services for trusts, estates, partnerships and businesses. Approximately 5% of an average work week is allotted by Mr. Richard L. Cox, Sr. to this activity.

Mr. Richard Lee Cox, Sr. is also the President/CEO of Advisor Planning Corporation, a marketing and service company, which provides consulting and support services to other outside Financial Advisors. Approximately 15% of an average work week is allotted by Mr. Richard L. Cox, Sr. to this activity.

To the extent that Mr. Cox recommends the purchase of securities, insurance or other investment products, where he may receive commissions. A conflict of interest exists because Mr. Cox receives sales compensation even if such a recommendation is based on the best interest of the clients and their needs. Cox Wealth Management, LLC has adopted certain procedures designed to mitigate the effects of these conflicts see the Cox Wealth Management, LLC Form ADV Part 2A.

For example, as part of Cox Wealth Management's fiduciary duty to clients, Mr. Cox will endeavor at all times to put the interests of the clients first, and recommendations will only be made to the extent that they are reasonably believed to be suitable and in the best interests of the client. Additionally, material conflicts presented by these practices are disclosed to clients at the time of entering into any new advisory, brokerage or consultative arrangement.

In order to further mitigate these potential conflicts of interest, Richard Lee Cox, Sr. and Cox Wealth Management, LLC allow offsetting credits equal to any securities commissions earned by him when the asset is included in an advisory account.

Accordingly, some accounts are designated as "commission accounts" where Mr. Cox receives commissions as compensation or as an "advisory account" where fees are based on a percentage of assets under management, *with no commissions charged*, but **not both** in the same account, unless a credit is given for the commissions earned, against the fee charged. Insurance commissions are not credited due to the laws against rebating, however there is no requirement that any financial products be purchased from Richard Lee Cox, Sr. or his affiliated companies.

*Note that some clients may have 2 or more separate accounts that charge using these different methods; therefore, in order to mitigate the conflicts of interest, Mr. Cox only gets compensated from one method or the other, in any particular brokerage account, but not both.*

Service fees (sometimes called 12b-1 fees or marketing fees) paid by mutual fund or other companies are paid to Richard Lee Cox, Sr in his capacity as a Registered Representative and are not credited to any particular account and are not subject to offsetting in fee accounts. The amounts are so small and the transactions so numerous that the expense of tracking and crediting these charges would negate any economic benefit to either the client or Mr. Cox. Instead the funds received are used to lower the total cost of running his business and therefore do not benefit any particular client.

*\* Registered does not imply a certain level of skill or training*

## **Item 5: Additional Compensation**

As a member and investment adviser representative of Cox Wealth Management, LLC Mr. Cox may be entitled to an end of year discretionary bonus based on overall firm profitability. As mentioned in Item 4, above, Mr. Cox may also receive commissions for the sale of certain investment and insurance products to clients if purchased from him in his capacity as a Registered Representative or Agent.

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## **Item 6: Supervision**

Richard Lee Cox, Sr. is the Chief Investment Manager, Chief Compliance Officer and the Managing Member of Cox Wealth Management, LLC and is responsible for all advice provided to clients and for providing supervisory oversight to the Cox Wealth Management, LLC employees. Mr. Cox has his advice reviewed by Charles Wayne Cordle, Jr his administrative assistant. Both Mr. Cox and Mr. Cordle can be contacted at (423) 894-3882.

Richard Lee Cox, Sr. trading practices are also overseen by American Portfolios Financial Services, Inc and their Supervising Principal, Mauro Daddato or his designated alternate per FINRA regulations. Mr. Daddato can be reached by calling 1-800-889-3914 ext. 130.

## **\*\*Additional Information Required for Designations**

**The CERTIFIED FINANCIAL PLANNER™, CFP®** and federally registered CFP (with flame design) marks (collectively, the “CFP® marks”) are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. (“CFP Board”).

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. Currently, more than 62,000 individuals have obtained CFP® certification in the United States.

To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

- Education – Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board’s studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor’s Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board’s financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;
- Examination – Pass the comprehensive CFP® Certification Examination. The examination, administered in 10 hours over a two-day period, includes case studies and client scenarios designed to test one’s ability to correctly diagnose financial planning issues and apply one’s knowledge of financial planning to real world circumstances;
- Experience – Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and
- Ethics – Agree to be bound by CFP Board’s *Standards of Professional Conduct*, a set of documents outlining the ethical and practice standards for CFP® professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements in order to maintain the right to continue to use the CFP® marks:

- Continuing Education – Complete 30 hours of continuing education hours every two years, including two hours on the *Code of Ethics* and other parts of the *Standards of Professional Conduct*, to maintain competence and keep up with developments in the financial planning field; and
- Ethics – Renew an agreement to be bound by the *Standards of Professional Conduct*. The *Standards* prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board’s enforcement process, which could result in suspension or permanent revocation of their CFP® certification.

Consumers can check a Certificant’s status online at <http://www.cfp.net/search/>



**The CHARTERED FINANCIAL CONSULTANT<sup>®</sup>, ChFC<sup>®</sup>** is a professional designation granted in the United States by The American College, Bryn Mawr, Pennsylvania ("The American College") chartered in 1927 and receiving its accreditation as an educational institution of higher learning by the Middle States Commission on Higher Education in 1978.

The ChFC<sup>®</sup> designation is a voluntary designation; no federal or state law or regulation requires financial planning professionals to hold a ChFC<sup>®</sup> designation. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) code of conduct and standards of practice; and (3) ethical requirements. Currently, more than 41,000 individuals have obtained the ChFC<sup>®</sup> designation in the United States.

To attain the right to use the ChFC<sup>®</sup> designation, an individual must satisfactorily fulfill the following requirements:

Education – The ChFC<sup>®</sup> curriculum is more extensive than that of any other financial planning credential, requiring seven core courses and two electives for a total of nine. Topics include the financial planning process and environment, insurance planning, taxation, estate planning, investments, macroeconomics, estate planning applications, and financial planning process. Professionals who have earned their CHARTERED FINANCIAL CONSULTANT<sup>®</sup>, ChFC<sup>®</sup> need only complete three additional courses to earn the CHARTERED LIFE UNDERWRITER<sup>®</sup>, CLU<sup>®</sup> designation also offered through The American College.

- Examination – Each program represents over 400 hours of study time and requires nine separate closed-book, proctored exams. The majority of course textbooks in the program are written by The American College faculty. These same texts are preferred by other leading colleges and universities across the country;
- Experience – Each designee must meet a professional requirement of three years of relevant full-time experience within the past five years prior to the designations being awarded (2,000 hours representing the equivalent of one year full-time experience); and
- Ethics – Every designee must adhere to a robust ethical code that requires professionals to, in light of all conditions surrounding those clients they serve, which they shall make every conscientious effort to ascertain and understand, render that service which, in the same circumstances, the advisor would render to themselves.
- Individuals who matriculated with the college after June 30, 1989 are subject to the PACE Recertification Program and must complete the following ongoing education requirements in order to maintain the right to continue to use the ChFC<sup>®</sup> designation:
- Continuing Education – Complete 30 hours of continuing education hours every two years, maintain competence and keep up with developments in the financial planning field; and

Consumers can report ethical violations of any ChFC<sup>®</sup> professional by emailing [registrar@theamericancollege.edu](mailto:registrar@theamericancollege.edu) The College Registrar, in conjunction with the Certification Committee of the Board, addresses all complaints in a timely and professional fashion and takes the appropriate disciplinary action, up to removal of the designation.

**The CHARTERED LIFE UNDERWRITER®, CLU®** is a professional designation granted in the United States by The American College, Bryn Mawr, Pennsylvania ("The American College") chartered in 1927 and receiving its accreditation as an educational institution of higher learning by the Middle States Commission on Higher Education in 1978.

The CLU® designation is a voluntary designation; no federal or state law or regulation requires Insurance Professionals to hold a CLU® designation. It is recognized in the United States and a number of other countries for its (1) high standard of professional education; (2) professional code of conduct; and (3) ethical requirements. Currently, more than 117,000 individuals have obtained the CLU® designation in the United States.

To attain the right to use the CLU® designation, an individual must satisfactorily fulfill the following requirements:

- Education – The CLU® curriculum is more extensive than that of any other Life Insurance credential, requiring five core courses and three electives for a total of eight. Topics include the fundamentals of insurance planning, individual life insurance, life insurance law, fundamentals of estate planning, planning for business owners and professionals, retirement and estate planning applications, and financial planning process and environment. Professionals who have earned their CHARTERED FINANCIAL CONSULTANT®, ChFC® also offered through The American College need only complete three additional courses to earn the CLU® designation.
- Examination – Each program represents over 400 hours of study time and requires eight separate closed-book, proctored exams. The majority of course textbooks in the program are written by The American College faculty. These same texts are preferred by other leading colleges and universities across the country;
- Experience – Each designee must meet a professional requirement of three years of relevant full-time experience within the past five years prior to the designations being awarded (2,000 hours representing the equivalent of one year full-time experience); and
- Ethics – Every designee must adhere to a robust ethical code that requires professionals to, in light of all conditions surrounding those clients they serve, which they shall make every conscientious effort to ascertain and understand, render that service which, in the same circumstances, the advisor would render to themselves.
- Individuals who matriculated with the college after June 30, 1989 are subject to the PACE Recertification Program and must complete the following ongoing education requirements in order to maintain the right to continue to use the CLU® designation:
- Continuing Education – Complete 30 hours of continuing education hours every two years, maintain competence and keep up with developments in the financial planning field; and

Consumers can report ethical violations of any CLU® professional by emailing [registrar@theamericancollege.edu](mailto:registrar@theamericancollege.edu). The College Registrar, in conjunction with the Certification Committee of the Board, addresses all complaints in a timely and professional fashion and takes the appropriate disciplinary action, up to removal of the designation.

**The QUALIFIED FINANCIAL PLANNER , QFP** is a professional designation granted in the United States by the International Association of Qualified Financial Planners, Beverly Hills, CA ("IAQFP" & "IAQFP.org"), which was formed in 2003 as a 501(c)(6) not-for-profit, professional business league organization of professional financial planners. The QFP designation is awarded to recognized financial planning professionals who are qualified through IAQFP Standards of education, exam, experience, and ethics and serves as the single, unifying moniker, of the profession and its' professionals.

To attain the right to use the QFP designation, an individual must satisfactorily fulfill the following requirements:

- **Credential Requirement** – To be eligible to be considered for the QFP designation, the applicant must provide documentation of holding, as of this writing, at least one of the following five designations specific to the methodology and profession of financial planning, or been granted use via honorary conferment in unique and limited circumstances: The American College, Chartered Financial Consultant (ChFC®); the AICPA, Personal Financial Specialist (PFS™); The American College, Masters of Science in Financial Services with a financial planning concentration (MSFS); the College for Financial Planning, Masters of Science with a financial planning concentration (MS), or the CFP Board, Certified Financial Planner (CFP®), in any jurisdiction of the United States of America and/or to any other country where re-certification is made available by the issuers of said designations and so accepted by IAQFP.
- **Commitment to IAQFP Code of Ethics & Professional Conduct** – The applicant must sign a declaration statement to continuously abide by the IAQFP Code of Ethics and Professional Code of Conduct.
- **Continuing education requirement** – The applicant must satisfy a minimum of thirty (30) hours of continuing education each two years anniversary or at least fifteen (15) hours annually covering a wide-spectrum of financial planning practice areas.
- **Professional Oversight and Discipline** – The applicant agrees to regulatory oversight by the IAQFP Ethics Committee & Board of Directors, and agrees to be bound by all IAQFP Standards, including but not limited to, enforcement of the organizations Disciplinary & Complaint Procedures Process.

Consumers can verify a Professional's status or file a complaint online at: <http://www.iaqfp.org>

**The QUALIFIED KINGDOM ADVISOR™, QKA** is a professional designation granted in the United States by Kingdom Advisors, Inc., Atlanta, GA In June of 2002, Ron Blue, at the urging of Larry Burkett, spoke to the annual gathering of Christian Financial Planning Institute and challenged them to think about expanding their membership so as to be able to minister to all the Christian financial professionals around the country. Following that challenge, the Board of Directors of CFPI, in April of 2003, asked Ron to take over the leadership of the organization on a full-time basis. A strategic plan was developed and Ron became the full-time President of the organization on July 1, 2003. Subsequently, four additional staff members were hired during the fall and winter of 2003. CFPI reorganized as of July 1, 2003 and changed its name to Christian Financial Professionals Network (CFPN). There were 16 CFPI members who are recognized as the Founding Members of Kingdom Advisors. Following three years of incredible growth and many lessons learned, the organization was re-positioned and re-branded as Kingdom Advisors in February 2007.

To attain the right to use the QKA designation, an individual must satisfactorily fulfill the following requirements:

A Qualified Kingdom Advisor™ is a disciple of Christ who has committed to be a person of character who, from a biblical worldview, serves clients with biblical financial advice in order to properly steward the resources entrusted to them.

More and more Christians are discovering that the worldview of their financial advisor is of critical importance. Only a Christian financial advisor equipped to confidently deliver God's timeless truths can offer advice and counsel consistent with the values and priorities of a believer.

Kingdom Advisors has created the Qualified Kingdom Advisor™ designation to provide confidence to those looking for financial counsel from a biblical perspective. Additionally, Kingdom Advisors has developed a nationwide, [searchable database](#) to assure the general public that an advisor indeed has met the criteria required of a Qualified Kingdom Advisor™.

The Qualified Kingdom Advisor™ designation is given to advisors who:

- Complete the Kingdom Advisors' Core Training
- Assert their belief in Jesus Christ
- Provide evidence of their technical competence
- Provide evidence of their personal integrity
- Commit to personal stewardship
- Commit to incorporating biblical wisdom into their financial advice

Consumers can verify a Professional's status or file a complaint online at: <http://www.kingdomadvisors.org>

**The MASTER FINANCIAL PROFESSIONAL™, MFP™** is a professional certification granted in the United States by The American Academy of Financial Management Board of Standards; Colorado Springs, CO ("AAFM") founded in 1996, via a merger between the American Academy of Financial Management & Analysts (AAFMA) and the Founders Advisory Committee of the Original Tax and Estate Planning Law Review. The AAFM is a graduate professional Certifying Body and Society governed by a Board of Standards and Presidential Advisors and a membership code of ethics and standards of practice.

To attain the right to use the MFP™ designation, an individual must satisfactorily fulfill the following requirements:

- Experience – The Candidate must have three years' experience in financial planning and financial management or related industry.
- Education – Eligible candidates must successfully complete at least one of the following:
  - a) AAFM-approved degree (graduate or undergraduate) in finance, tax, accounting, financial services, law or a CPA, MBA, MS, PhD, or JD from an accredited school or organization
  - b) 5 or more approved and related courses from an AACSB ; ACBSP , Equis or ABA accredited business school, law school, or AAFM sanctioned program
  - c) AAFM Executive Certification Course: Accredited Law Program - International Courses Online

*\*Examination Type Varies according to educational requirement above*

- Commitment to AAFM Professional Code of Ethics requirement – The applicant must sign a declaration statement to continuously abide by the AAFM Professional Code of Ethics.
- Continuing education requirement – The applicant must satisfy a minimum of fifteen (15) hours or more of continuing education CE Credits.

Consumers can check a Professional's status online at <http://www.internationalboardofstandards.com/>

**The CHARTERED WEALTH MANAGER<sup>®</sup>, CWM<sup>®</sup>** is a professional certification granted in the United States by The American Academy of Financial Management Board of Standards; Colorado Springs, CO ("AAFM") founded in 1996, via a merger between the American Academy of Financial Management & Analysts (AAFMA) and the Founders Advisory Committee of the Original Tax and Estate Planning Law Review. The AAFM is a graduate professional Certifying Body and Society governed by a Board of Standards and Presidential Advisors and a membership code of ethics and standards of practice. To attain the right to use the CWM<sup>®</sup> certification, an individual must satisfactorily fulfill the following requirements:

- Experience – The Candidate must have three years' experience in wealth management or related industry.
- Credential Requirement – To be eligible to be considered for the CWM<sup>®</sup> certification, the applicant must provide documentation of holding an accredited master's degree, law degree, CPA, PhD or specialized executive training from an ABA accredited law school or other approved program in Asia, Europe, India, Latin America or Africa.
- Knowledge Requirement– The CWM Chartered Wealth Manager Board Certification from AAFM USA requires knowledge in 12 key areas;  
  
Estate Planning and Trusts, Asset Management, Portfolio Management, International Taxation, Retirement Law, Economics, Investments, Money and Banking, High Net Worth Consulting, Relationship Management, Compliance, and Ethics, Business Entities & Organizations, Risk Management and Insurance
- Professional discipline engaged in Wealth Management – The applicant must be presently and significantly engaged in "Wealth Management". The CWM wealth management certification & designation is similar to financial planning certification but is as a graduate certification and curriculum in high net worth consulting and requires a government recognized education and degree.
- Education – The primary method of certification in the USA is the completion of a recognized AAFM training program through the qualified programs of the AACSB, ACBSP or one of our other numerous Executive training providers. In exceptional circumstances primarily in the USA, the AAFM Board of Standards may offer exemption from further courses and assessment criteria for Graduate Certification. Board review is required for advanced standing qualifications, but the following are some of the criteria for exemption status:
  - a) An AACSB or ACBSP Financial Related Graduate Degree, or EQUIS or ABA Degree
  - b) Vast Professional experience or Recognized Industry Expert (As per Board Policy)
  - c) MBA/MASTERS or Law Degree, PhD, or CPA, Recognized Graduate Designations, & specialization work,
  - d) Professors and Academic Researchers (Professor/Doctorate Level) or Accredited Programs such as: ACBSP, AACSB, or ABA Accredited Programs, Government Recognized Education, Exams, Programs, Exams from Accredited Degree Programs or Institutions, Courses and Exams from a Business School with Double Accreditation, Government Licenses - CPA, FINRA, NASD, EA, Law Licenses, or related.
- Commitment to AAFM Professional Code of Ethics requirement – The applicant must sign a declaration statement to continuously abide by the AAFM Professional Code of Ethics.

- Continuing education requirement – The applicant must satisfy a minimum of thirty (15) hours or more of continuing education CE Credits.

Consumers can check a Professional's status or report a complaint online at  
<http://www.internationalboardofstandards.com/>

**The ACCREDITED ESTATE PLANNER®, AEP®** is a professional designation granted in the United States by The National Association of Estate Planners & Councils; Cleveland, OH ("NAEPC®") which was incorporated in 1963 as a non-profit business league and is a national organization of professional estate planners and affiliated Estate Planning Councils. The AEP® designation is awarded to recognized estate planning professionals who meet special requirements of education, experience, knowledge, professional reputation, and character.

To attain the right to use the AEP® designation, an individual must satisfactorily fulfill the following requirements:

- Credential Requirement – To be eligible to be considered for the AEP® designation, the applicant must provide documentation of being licensed to practice law as an Attorney (JD) or to practice as a Certified Public Accountant (CPA), or of being currently designated as a Chartered Life Underwriter® (CLU®), Chartered Financial Consultant® (ChFC®), Certified Financial Planner (CFP®), or Certified Trust & Financial Advisor (CTFA), in any jurisdiction of the United States of America.
- Professional discipline engaged in estate planning – The applicant must be presently and significantly engaged in "estate planning activities" as an attorney, an accountant, an insurance professional and financial planner, or a trust officer.
- Experience – A minimum of five (5) years of experience engaged in estate planning and estate planning activities is required in one or more of the professional disciplines described above.
- Education – NAEPC® has designated The American College, Bryn Mawr, Pennsylvania, ("The American College"), as the primary provider of the education courses required for the AEP® designation. Applicants for the AEP® designation must successfully complete two graduate courses through the Richard D. Irwin Graduate School of The American College.
- Alternative Equivalent Education Provided Through Other Colleges and Universities – As an alternative to successfully completing two graduate level courses through The American College, applicants may complete the graduate educational course requirements through other colleges, universities and schools of law, provided the educational courses through such institutions, meet the same academic accreditation for graduate courses through a school of business and are of similar content and subject matter as those offered through The American College.
- 15 Years' Experience Exemption – AEP® applicants who have at least fifteen (15) years of experience engaged in estate planning and/or estate planning activities in one or more of the professional disciplines described above are not required to take the educational course work and are exempt from the education requirements described in this section.
- Membership requirement – AEP® applicants are required to be members of, and continuously maintain membership in, an affiliated local or regional estate planning council where such membership is available or At-Large individual membership in the National Association of Estate Planners & Councils.
- Professional reputation and character requirement – An applicant must continuously be in good standing with the applicant's respective professional organization and/or license authority (e.g.,

State Bar Association for attorneys, etc.) and applicant must provide the names and addresses of three estate planning professionals as references who will attest to their estate planning experience.

- Commitment to NAEP®C Code of Ethics requirement – The applicant must sign a declaration statement to continuously abide by the NAEP®C Code of Ethics.
- Dedicated to team concept requirement – The applicant must acknowledge a commitment to the team concept of estate planning by signing a declaration statement.
- Continuing education requirement – The applicant must satisfy a minimum of thirty (30) hours of continuing education during the previous two calendar years, of which at least fifteen (15) hours MUST have been in estate planning. Applicants may be requested to produce documentation to substantiate any activity claimed by random audit.

Consumers can check a Professional's status online at [http://www.nAEP®c.org/search\\_planning.web](http://www.nAEP®c.org/search_planning.web).

**The ACCREDITED TAX ADVISOR®, ATA®** is a professional designation granted in the United States by The Accreditation Council for Accountancy and Taxation® Alexandria, VA ("ACAT") established in 1973 as a non-profit independent testing, accrediting and monitoring organization. ATA® credential holders have demonstrated the ability to handle sophisticated tax planning issues, including planning for owners of closely held businesses, planning for the highly compensated, choosing qualified retirement plans and performing estate tax planning.

To attain the right to use the ATA® designation, an individual must satisfactorily fulfill the following requirements:

- Experience – A minimum of five (5) years of experience in tax preparation, compliance, tax planning and consulting, of which 40% must be in tax planning and consulting. A tax-season (January through April) is considered one year.
- Education – The Accredited Tax Advisor Preparatory Course, written by experts in the field, comprehensively covers taxes and tax planning for businesses, corporations and partnerships, estates and trusts, consulting and ethics. *The ATA Preparatory Course will also provide participants with the tax knowledge necessary to easily pass the IRS minimum competency exam for the level of tax returns they prepare.*
- Commitment to ACAT Code of Ethics requirement – The applicant must sign a declaration statement to continuously abide by the ACAT Code of Ethics. The Code is a written commentary on the ideals of high professional standards the Accreditation Council expects of every credentialed individual and is among the highest standards of practice in the financial and taxation profession. Compliance with this standard of professional integrity is required of all those with accreditation.
- Continuing education requirement – The applicant must satisfy a minimum of ninety (90) hours of continuing professional education during each three year cycle or 30 hours per year. Of the total 90 hours of CPE, there must be at least 86 hours in taxation or related subjects (such as accounting, finance, technology, or business law) or subjects that relate to designee's particular area of practice or employment; plus 4 hours in ethics.

Consumers can check a Professional's status online at <http://www.acatcredentials.org/>