

Our Ref: PC 05-14

Date: 31 March 2014

Key Executive Officers

Dear Sir/Madam

REVISIONS IN THE PROVISION OF CORE CONTINUING PROFESSIONAL DEVELOPMENT (CPD) ACTIVITIES

This circular informs all estate agents and core CPD activity providers that CEA will be opening up the CPD scheme to all Estate Agents (EAs) for application to be a core CPD activity provider from 1 Apr 2014. With this revision, the consideration for allowing an EA to conduct a core CPD activity to the industry will shift from the size of the EA to assessment of the quality of the course, qualifications of the trainer, and ability of the provider to administer the course satisfactorily.

Qualifying Criteria for Core CPD Activity Providers

2. To qualify to provide core CPD activities to the industry, interested core CPD activity providers have to meet a list of qualifying criteria. Please click [here](#) for the qualifying criteria.

Revised Core CPD Activity Guidelines and Application Form

3. CEA has revised the CPD Guidelines and CPD Application Form to include the new qualifying criteria which interested CPD activity providers, including interested EAs, have to meet to conduct core CPD activities to the industry. Please click on the following links for more information:

- [CPD Guidelines for CPD Activity Providers](#)
- [CPD Guidelines](#)
- [Revised CPD Activity Application Form](#)

De-Linking the ACP Scheme from Provision of Core CPD Activities

4. The Approved Course Provider (ACP) scheme which allows the ACPs to conduct both the Real Estate Salesperson (RES)/Real Estate Agency (REA) courses and core CPD activities will be de-linked from the CPD scheme. ACPs will not automatically become CPD providers with effect from 1 Apr 2014 and approval will need to be sought from CEA if they wish to be CPD providers.

5. The above are for information and compliance, please.

Yours sincerely,

Chan Kwok Cheong
Deputy Director (Policy & Planning)
Council for Estate Agencies