

think MORTGAGE
think **AMP**TM

APPLICATION

Accredited Mortgage Professional
Accredited Mortgage Professional Candidate

GET THE AMP ADVANTAGE

Professionalism

Canada's only national designation for the mortgage industry

Public Awareness

CAAMP invests significantly in AMP advertising

Personal and Professional Development

Invest in yourself and your career

Preferential Pricing

Reduced registration fees at CAAMP events

AMP AND AMP CANDIDATE REQUIREMENTS

1. Be a CAAMP member in good standing
2. Complete CAAMP's pre-accreditation course, *Ethics and Responsibilities for Mortgage Professionals (available online and in-class)*
3. Provide proof of mortgage industry experience (*see opposite page*)
4. Select the appropriate option below

OPTION 1 MINIMUM OF FIVE YEARS MORTGAGE INDUSTRY EXPERIENCE

AMP

Provide references from two AMP members in good standing recommending that you be granted the AMP designation

OR

Provide proof of successful completion of a Mortgage Industry Proficiency Course (*see opposite page*)

OPTION 2 MINIMUM OF TWO YEARS MORTGAGE INDUSTRY EXPERIENCE

AMP

Provide proof of successful completion of a Mortgage Industry Proficiency Course (*see opposite page*)

OPTION 3 LESS THAN TWO YEARS MORTGAGE INDUSTRY EXPERIENCE

AMP CANDIDATE

Provide proof of successful completion of a Mortgage Industry Proficiency Course (*see opposite page*)

MORTGAGE INDUSTRY PROFICIENCY COURSES

LICENSING COURSES

British Columbia

Mortgage Brokerage in British Columbia (Sauder School of Business); OR *Real Estate Trading Services Licensing Course*; OR *Mortgages: a Real Estate Financing Course*; OR *Real Estate Salesperson's and Submortgage Broker's Pre-licensing Course* (University of British Columbia)

Alberta

Mortgage Associate's Program (AREA); OR *Mortgage Broker 1000 Course* (Mount Royal College)

Ontario

CAAMP's Ontario Mortgage Agent Course, OR *CAAMP's Canadian Mortgage Industry Course*; OR *FSU 101* OR *MAP 100*, (Seneca and other Ontario colleges); OR *Mortgage Brokers Education Course* (OMBA)

Quebec

Meet educational licensing requirements by ACAIQ OR educational requirements pertaining to mortgage brokerage activities of L'Autorité des marchés financiers

OTHER

All Provinces

Residential Mortgage Lending (Institute of Canadian Bankers and Canadian Securities Institute)

Credit Union Consumer and Residential Mortgage Lending (Credit Union Institute of Canada)

Residential Mortgages and Advanced Mortgage Lending Strategies (Wilfrid Laurier University)

DOCUMENTING YEARS OF EXPERIENCE

The following documents may be used to provide proof of years of mortgage industry experience and must be included with your application.

1. Broker, Sub-Broker or Agent license(s)
2. Letter of employment (from current or former employer)
3. Government form (T4, record of employment)
4. A letter from a mortgage industry professional (e.g. lawyer, underwriter)

***All letters must be on letterhead.
E-mails must come from a business e-mail account.***

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MAINTAINING THE AMP

- You must complete 12 Continuing Education (CE) credits each year
- The AMP designation is renewed annually

MAINTAINING THE AMP CANDIDATE STATUS

- You must complete 12 Continuing Education (CE) credits each year
- AMP Candidates will be granted the AMP designation after they have met the two years industry experience.

SPECIALIZATIONS FOR AMP ORIGINATORS

- Identify yourself as a **Residential** Mortgage Specialist and/or **Commercial** Mortgage Specialist
- You will be recognized as a specialist on the CAAMP website for public enquiries
- Complete and submit the declaration on the enclosed form

For more information, visit www.caamp.org

Canadian Association of Accredited Mortgage Professionals
Association Canadienne des Conseillers Hypothécaires Accrédités
2235 Sheppard Ave. E., Suite 1401, Atria II, Toronto, ON M2J 5B5
Tel: 416-385-2333/888-442-4625 • Fax: 416-385-1177/888-579-2840



www.caamp.org

June 2010

AMP AND CANDIDATE APPLICATION FORM

INSTRUCTIONS

1. Print clearly
2. Complete all sections of the form including required signatures and return to the address below or fax 416-385-1177/888-579-2840

MEMBERSHIP NO.

APPLICANT INFORMATION

Last Name _____ First Name _____ Middle Name _____
Company _____ Title _____
Address _____ Suite/Unit _____
City _____ Province _____ Postal Code _____
Tel _____ Alternate Tel _____ Email _____
Toll Free _____ Cell _____ Fax _____

DECLARATION

Please answer the following questions.

- Yes No I am a CAAMP member in good standing
 Yes No I understand that I must remain employed by a member company to retain my AMP

An affirmative answer to any of the following questions does not necessarily mean that your application will be refused.

- Yes No Have you ever been convicted of a criminal offence for which a pardon has not been granted (excluding parking and speeding tickets), or have you ever disobeyed a court order requiring you to do any act or abstain from doing any act?
 Yes No Are there any outstanding civil judgments against you or has judgment ever been entered against you in an action involving fraud? If yes, attach a copy of the judgment.
 Yes No Have you ever been suspended, disciplined or expelled as a member of any professional organization?
 Yes No Have you ever been denied a license or permit, or had a license or permit revoked, for failure to meet good character requirements?
 Yes No Are you currently subject to a petition or assignment in bankruptcy or a creditor proposal, and have not been discharged?

If you responded yes to any of the questions above, please provide full details on a separate sheet.

The undersigned declares that the statements made herein for the purpose of qualifying for the AMP or to become an AMP Candidate are to the best of his/her knowledge true and correct. The undersigned acknowledges that these statements made herein are being relied upon by CAAMP in its sole discretion, to approve the applicant as an AMP or AMP Candidate. The undersigned agrees to abide by CAAMP's Code of Ethics and, if accused of a violation of the Code, be subject to the Ethics Hearing process and penalties, which may include publication of the member's name if found in violation. The undersigned agrees to complete the annual Continuing Education (CE) requirements. The undersigned agrees to abide by any Best Practices or professional standards adopted by CAAMP. The undersigned understands and agrees that at any time, for good cause, the CAAMP Board of Directors may suspend or revoke the AMP, or AMP Candidate status upon written notice to the undersigned. The undersigned hereby authorizes CAAMP to verify the accuracy of statements made herein.

Applicant Signature _____ Date (MM/DD/YYYY) _____

AMP AND CANDIDATE APPLICATION FORM

APPLICANT PROFILE (The information below is optional. It will be used to update your profile and will remain confidential)

Gender

- Male
 Female

Age

- Under 25
 25-29
 30-39
 40-49
 50+

Reason for Applying

- Employer Requirement
 Enhance Existing Career
 Career Preparation
 Other (please specify) _____

Years of Mortgage Industry Experience

Industry Start Date:
(mandatory for AMP Candidates)

Broker: _____

Lender: _____

Insurer: _____

Other: (please specify) _____

Employment Category

- Mortgage Broker
 Mortgage Agent/Sub-Broker
 Underwriter/Lender
 Insurer
 Assistant
 Real Estate Broker/Agent
 Regulator
 Other (please specify) _____

Education

- High School
 College
 University
 Graduate School
 Other Professional Designations (please specify) _____

FEES

AMP (ANNUAL FEE)

PROVINCE	FEE	TAXES	TOTAL
BC	\$175.00	\$21.00 (HST)	\$196.00
NB, NF, ON	\$175.00	\$22.75 (HST)	\$197.75
NS	\$175.00	\$26.25 (HST)	\$201.25
QC	\$175.00	\$22.53 (GST + QST)	\$197.53
ALL OTHER	\$175.00	\$8.75 (GST)	\$183.75

AMP CANDIDATE (ONE TIME FEE)

PROVINCE	FEE	TAXES	TOTAL
BC	\$125.00	\$15.00 (HST)	\$140.00
NB, NF, ON	\$125.00	\$16.25 (HST)	\$141.25
NS	\$125.00	\$18.75 (HST)	\$143.75
QC	\$125.00	\$16.09 (GST + QST)	\$141.09
ALL OTHER	\$125.00	\$6.25 (GST)	\$131.25

PAYMENT OPTIONS

Cheque - submit form with payment to:

CAAMP/ACCHA
2235 Sheppard Ave., E.
Suite 1401
Toronto, ON
M2J 5B5

Credit Card - submit form by fax or mail

Please charge this amount to my credit card: \$ _____

Visa Mastercard American Express

Card Number

Cardholder Name

Exp. Date

Signature

APPLICATION CHECKLIST

- I am a CAAMP member in good standing and abide by CAAMP's Code of Ethics
 I have successfully completed the pre-accreditation course, Ethics and Responsibilities for Mortgage Professionals
 I am enclosing proof of mortgage industry experience (for AMPs, use Option 1 or Option 2)
 I have enclosed my payment or provided credit card information above

CAAMP will not process applications without payment information.