

- REQUEST FORM -

For the Use of

TSI Courses Accreditation System (TSI CAS) (Individual case)

Submission Guidelines:

A professional licence holder who wishes to ask for approval for the collection of Continuing Professional Education (CPE) hours for Investment Consultant (IC) or Investment Analyst (IA) or Investment Planner (IP) should initially submit the following information to the Stock Exchange of Thailand (SET) in order to be able to access to TSI Courses Accreditation System (TSI CAS). Please submit the form with relevant attachments to email: **“ExaminationandTrainingStandardUnit@set.or.th”**

Qualifications:

A professional licence holder should be one or more of the following persons:

- (1) A professional practitioner, university lecturer, visiting lecturer giving lecture to any approved professional refresher courses that have not ever approved before.
- (2) A professional licence holder who has passed one or more of the following refresher courses of auto-accredited institutions:
 - a. CFA Institute
 - b. Global Association of Risk Professional
 - c. Certified Financial Planner Board of Standards, Inc., or Financial Planning Standards Board
 - d. Chartered Institute for Investment & Securities (CISI)

Terms and Condition:

- (1) I, a professional licence holder, who submit and sign on this request form certify that the information and attached documents are complete and correct.
- (2) I understand and obey the procedure of submitting my professional refresher courses to TSI CAS system for the collection of CPE hours for IC or IA or IP.
- (3) I am committed to carefully keep my user name and password for the access to TSI CAS system to be confidential.
- (4) I am committed to be responsible for the submission for the approval of my CPE hours via TSI CAS as the same as the submission via signed paper form.
- (5) I am committed to allow the Stock Exchange of Thailand collect and use my personal information on identification card or passport or other official issued cards and/or any information in TSI CAS system in order to verify my identity.
- (6) Any action pertaining to the submission of this form, I am committed to strictly conform to laws and regulations, including the Personal Data Protection Act, B.E. 2562. Besides, if such action involves my personal information, I hereby certify that I have read and understood all details in the Privacy Notice of the Stock Exchange of Thailand. (<https://www.set.or.th/en/privacy-notice.html>)

- (7) In case of incomplete or false information provided or breach of any procedure of asking for approval for CPE hours, I agree that TSI may revoke my username and password.

Personal information

Item	Details
Name, Surname (in Thai, if any)	
Name, Surname (in English)	
ID Card Number (for Thai)	
Passport Number (for non-Thai)	
Licence Certificate Number	
Position	
Company	
Email address	
Phone Number	

I hereby submit this form to ask for the granting of user name, password for the use of TSI CAS system for submitting CPE refresher courses/ activities to collect CPE hours with the following attachments.

Attachments:

A professional licence holder should submit the following attachments with this form:

- (1) A copy of identification card with certified true copy. For foreigners, please attach a copy of passport with certified true copy. **(Please hide “sensitive data,” e.g. race, religion, blood group, etc. before copying the documents)**
- (2) In the case of a university lecturer or a visiting lecturer, please submit a verification letter for university lecturer status signed by the dean of the relevant faculty.

(*)

Signature
 (*)

Name
 (*)

Position

(*)

Date

Note:

- (1) Please send the form with attachments by postal service or a courier to:

Mr. Sinhua Saelee
 Examination & Training Standard Unit, Professional Education Department
 The Stock Exchange of Thailand, Tower A, 19th floor

93 Ratchadapisek Road, Din Daeng,
Bangkok 10400

- (2) After being granted user name and password, please submit CPE refresher courses/ activities to TSI CAS system at <https://tsicas.set.or.th/> with the following information:

Details of CPE courses: name of courses, CPE hours, or time duration of a lecture

- For a university lecturer, visiting lecturer – submit details of courses, course outline or course syllabus
- For other lecturer – submit the course agenda
- For a course taker – submit the certificate.