

# 1 RULE 1 - BUSINESS STRUCTURES AND QUALIFICATIONS

[...]

## 1.2 Individual Qualifications

(1) **Definitions.** For the purposes of this Rule and Rule No. 900,

- (a) “continuing education activity” means a single, integrated course or series of relevant courses and activities, including seminars, programs or presentations that together meet the continuing education program requirements set out under this Rule and Rule 900.
- (ab) “continuing education program” (“CE program”) means the ~~Mutual Fund Dealer Continuing Education program~~ Corporation’s continuing education program, composed of compliance hours, professional development hours and mandated annual continuing education.
- (b) ~~“Business Conduct Credit” means one hour of continuing education activity in a business conduct topic area, as prescribed under Rule 900~~
- (c) “Compliance hours” means training covering ethical issues, regulatory or legislative developments, Corporation rules and other applicable laws, governing Member conduct.
- (ed) “cycle” means any 24-month period beginning on ~~December~~January 1st of an ~~odd~~even-numbered year.
- (e) “date of participation” means the date upon which an Approved Person was registered under securities legislation, or designated by a Member under Rules, in one or more categories set out under Rule 1.2.6(b) and (c).
- (df) “~~Compliance Credit~~Mandated annual continuing education” means ~~a continuing education activity in an Mutual Fund Dealer~~ training prescribed by the Corporation that may be designated as satisfying Compliance ~~topic area~~hours or Professional Development hours, ~~as prescribed under Rule 900.~~
- (g) “Participant” means any Approved Person who is registered, during a cycle, as a dealing representative, chief compliance officer or ultimate designated person under Canadian securities legislation, or designated by the Member as a branch manager or alternate branch manager, or alternate chief compliance officer under Rules.
- (eh) “Professional Development ~~Credit~~hours” means ~~one hour of continuing education activity in a professional development topic area, as prescribed under Rule 900~~training that either maintains, enhances or fosters learning, knowledge and development in areas relevant to Member business.

- (2) The CE Program referred to in subsection (1)(~~a~~b) above, consists of the following components: (i) ~~business conduct~~compliance hours; (ii) professional development hours; and (iii) ~~Mutual Fund Dealer compliance~~mandated annual continuing education.

[...]

### 1.2.6 Continuing Education (CE)

- (a) **Compliance with CE Requirements.** Each Member and each Approved Person shall comply with continuing education requirements applicable to them, as set out under this Rule and Rule 900.
- (b) **Dealing Representative.** For each cycle, every Approved Person who is registered as a dealing representative under Canadian securities legislation must complete ~~8 Business Conduct Credits~~10 Compliance hours, 20 Professional Development ~~Credits~~hours and ~~2 Compliance Credits~~Mandated annual continuing education, in accordance with requirements under Rule 900.
- (c) **Chief Compliance Officer, Ultimate Designated Person and Branch Manager.** Where an Approved Person is not registered as a dealing representative, but is registered as either a chief compliance officer or ultimate designated person under Canadian securities legislation, or is designated by the Member as a branch manager, alternate branch manager, or alternate chief compliance officer under the Rules, that individual must, for each cycle, complete ~~8 Business Conduct Credits, and 2~~10 Compliance Credits~~hours, and Mandated annual continuing education~~, in accordance with requirements under Rule 900.
- (d) **CE Requirements for a Partial Cycle.**
- (i) **Non-Application.** An Approved Person is not required to meet the CE requirement for any component ~~credit~~ specified under Rule 1.2.6(b) or (c), where, in any given cycle, the Approved Person is subject to that component requirement for a period that is less than, or equal to, 2 months.
- (ii) **Pro-ration of ~~Credits~~Hours.** Where an Approved Person is subject to requirements for ~~any CE component credit specified~~Compliance hours or Professional Development hours under Rule 1.2.6(b) or (c) for less than a full cycle, and the period in question is greater than 2 months, the Approved Person may be able to satisfy such requirements on a pro-rata basis, in accordance with the applicable provisions of Rule 900.
- (iii) Mandated annual continuing education cannot be satisfied on a pro-rata basis.
- (iv) If the Mandated annual continuing education exceeds compliance or professional development hours on a pro-rata basis, the Participant must still complete the full Mandated annual continuing education.

- (e) **Leaves of Absence.** Where an Approved Person is subject to ~~the~~ requirements for Compliance hours and Professional Development hours under Rule 1.2.6(b) or (c), and was absent, for a period of at least 4 consecutive weeks, from their employment as an Approved Person, the ~~CCO can~~ Approved Person may be able to reduce ~~the CE credit~~ these requirements ~~applicable to that Approved Person under Rule 1.2.6(b) or (c)~~, in accordance with the applicable provisions under Rule 900.
- ~~(f) **Accreditation.** The Corporation shall only recognize continuing education activities that have met the minimum requirements set out under Rule 900.~~
- ~~(g) **Evidence of Completion.** Each Member and each Approved Person noted in subsections (b) and (c) above must maintain evidence of completion of CE credits~~ activities for a cycle, as required under ~~this Rule and Rule 900, for a 24-month period~~ following the end of that cycle.
- ~~(h) **Reporting.** Each Member and each Approved Person noted in subsections (b) and (c) above must meet the minimum requirements set out under Rule 900 respecting notification to the Corporation of the completion of CE credits~~ requirements.
- ~~(i) **Non-compliance**~~ **Penalties.**
- (i) Where, for any given cycle, an Approved Person does not meet the CE ~~credit~~ requirements of the continuing education program, that individual shall ~~cease to be subject to act as an Approved Person of any Member, until such time as the Corporation has determined that the prescribed CE credit requirements have been met~~ the applicable provisions under Rule 900.
- (ii) Each Member shall be liable for and pay to the Corporation ~~fees, levies, or assessments~~ finest, in the amounts prescribed from time to time by the Corporation for the failure of the Member or an Approved Person to comply with the requirements of this Rule or Rule 900.
- (i) **Non-avoidance.** A Participant may not change their Approved Person category to avoid completing more onerous CE requirements, or to avoid penalties for failing to complete CE requirements.

[...]

## RULE 900 – CONTINUING EDUCATION (“CE”) REQUIREMENTS

### Purpose

Rule 1.2.6 prescribes continuing education requirements for ~~Approved Persons of Members. The purpose of this Rule is to establish minimum requirements for compliance with provisions under the Rule and their Approved Persons to enhance and further develop their baseline proficiencies.~~

### Definitions

~~(For the purposes of this Rule)~~

~~“date of participation” means the date upon which an Approved Person was registered under securities legislation, or designated by a Member under Rules, in one or more categories set out under Rule 1.2.6(b) and (c).~~

~~“Filer” means any Approved Person, Member, individual, or entity authorized by the Corporation to file CE credit completion reports with the Corporation on behalf of Approved Persons and Members.~~

~~“CE reporting and tracking system” or CERTS means the online system established for the purpose of administering the CE program.~~

~~“Participant” means any Approved Person who is registered, during a cycle, as a dealing representative, chief compliance officer or ultimate designated person under Canadian securities legislation, or designated by the Member as a branch manager or alternate branch manager, or alternate chief compliance officer under Rules.~~

~~“Provider” means any individual or entity offering a continuing education activity.~~

## GENERAL CE ~~CREDIT~~HOUR REQUIREMENTS

Rule 1.2.6 (b) requires every Approved Person who is registered as a dealing representative under Canadian securities legislation to complete ~~8 Business Conduct Credits~~10 Compliance hours, 20 Professional Development ~~Credits~~hours and ~~2 Compliance Credits~~Mandated annual continuing education each cycle.

Rule 1.2.6 (c) requires Approved Persons who are not registered as a dealing representative, but are registered as a chief compliance officer or ultimate designated person under Canadian securities legislation, or designated by the Member as a branch manager or alternate branch manager, or alternate chief compliance officer under Rules, to complete ~~8 Business Conduct Credits and 2~~10 Compliance Creditshours and Mandated annual continuing education each cycle.

## PART A

### PRO-RATION OF ~~CREDITS~~CONTINUING EDUCATION HOURS

Rule 1.2.6(d) addresses the application of CE requirements for a partial cycle. This section sets out details regarding the application of CE requirements for new and returning Participants, and where there is a change in participation for a Participant.

#### 1. New Participants.

- 1.1. Requirements under Rule 1.2.6(b) or (c) do not apply to a Participant where their initial date of participation falls within the 23rd or 24th month of the cycle.
- 1.2. A Participant, who is in their first cycle, must satisfy the compliance and professional development component requirements ~~for each CE component~~ under Rule 1.2.6(b) and (c) on a pro-rata basis, where their initial date of participation falls within months 1 to 22 of that cycle. A pro-rata calculation made under this section must use the following formula:

$$\text{Total Number of Component } \del{\text{Credits}}\u{\text{Hours}} \text{ Required} = \text{A} \times \text{B}$$

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where

**A** = the total number of ~~credits~~hours required for the CE component in a full cycle (i.e. ~~8~~10 for ~~business conduct~~compliance, 20 for professional development, ~~and 2 for compliance~~); and

**B** = the total number of months remaining in the cycle, including the initial month of participation; and

The **Total Number of Component ~~Credits~~Hours Required** is rounded up to the nearest full ~~credit~~hour.

#### 2. Returning Participants.

- 2.1. A returning Participant who has been previously registered under securities legislation as a dealing representative, chief compliance officer or ultimate designated person, or has been previously designated by a Member under Rules as a branch manager, alternate branch manager or alternate chief compliance officer:
  - (a) must, ~~within 10 business days of returning as a Participant~~, satisfy their outstanding CE ~~credits~~requirements, if any, from the immediately preceding cycle;

- (b) is not required to satisfy the requirements under Rule 1.2.6(b) and (c) in the current cycle, if, as a returning Participant, their date of ~~participation~~return falls within the 23rd or 24th month of the cycle;
- (c) must satisfy, on a pro-rata basis, the requirements for ~~each CE component~~Compliance hours and Professional Development hours under Rule 1.2.6(b) and (c) for the current cycle, using the formula set out in section 1.2 above, provided that their date of ~~participation~~return falls within months 1 to 22 of the current cycle.

### 3. ~~Change in Participation~~.during a cycle

- 3.1 During the course of a cycle, there may be changes to a Participant's categories of registration under securities legislation, or to their designated categories under the Rules. As a result of such changes, the Participant may become subject to CE requirements ~~which~~that are different from those ~~to which~~ they were subject to earlier in that cycle. In such circumstances, the Participant must use the following formula to determine their requirements for ~~each CE component~~the Compliance hours and Professional Development hours components for the cycle:

$$\text{Total Number of Component } \del{\text{Credits}}\u{\text{Hours}} \text{ Required} = \text{A} \times \text{C}$$

24

where

A = the total number of ~~credits~~hours required for the CE component in a full cycle (i.e. ~~8~~10 for ~~business conduct~~compliance, 20 for professional development, ~~and 2 for compliance~~); and

C = the total number of months in the cycle, including each initial partial month, during which the component ~~credit~~ requirement was applicable; and

The **Total Number of Component ~~Credits~~Hours Required** is rounded up to the nearest full ~~credit~~hour.

- 3.2 Notwithstanding the provisions under 3.1, a Participant is not required to satisfy the requirements for any CE component under Rule 1.2.6(b) or (c) for the current cycle, provided that the total number of months in the cycle during which the component ~~credit~~hour requirements was applicable, including each initial partial month, is less than 3.

## PART B

### LEAVES OF ABSENCE

#### 4. Leaves

- 4.1. Rule 1.2.6(e) permits a Member to reduce the ~~CE credit~~Compliance hours and Professional Development hours requirements applicable to a Participant under Rule 1.2.6(b) or (c) in circumstances where the Participant was absent, for a period of at least 4 consecutive weeks, ~~from their employment as an Approved Person due to the following:~~
- (a) ~~Pregnancy or parental leave;~~
  - (b) ~~Personal emergency leave;~~
  - (c) ~~Family caregiver or medical leave;~~
  - (d) ~~Personal illness or injury;~~
  - (e) ~~Mandatory duty as a juror or witness; or~~
  - (f) ~~Other similar leaves of absence defined under applicable provincial laws.~~
- 4.2. ~~In order to reduce the number of CE credit requirements, the chief compliance officer, or their delegate, must:~~
- (a) ~~approve the reduction in the number of credits;~~
  - (b) ~~maintain sufficient evidence and documentation to support their decision, including the following:~~
    - (i) ~~how the calculation of the reduction in credits was determined;~~
    - (ii) ~~the nature of the absence; and~~
  - (c) ~~notify the Corporation of the reduction in the number of credits by filing a credit reduction report with the Corporation no later than 10 days following the end of each cycle in which the consideration was applicable.~~
- 4.3. A reduction ~~in credits~~of the Compliance hours and Professional Development hours must be calculated using the formula outlined under 1.2 above.

### PART C

#### ~~COMPONENT CONTENT~~

~~This section sets out minimum standards for continuing education content. These standards should be considered in the context of what is reasonable based on the Participant's roles and responsibilities and the Member's operations. Members ~~should~~must have procedures for identifying appropriate training topic areas for their Participants.~~

**~~5. Business Conduct.~~**

- ~~5.1. Business Conduct content is educational material that promotes, directs and guides ethical and compliant conduct. It includes education regarding ethical issues, Rules, other applicable legislation, and Member's policies and procedures for complying with regulatory requirements.~~
- ~~5.2. A single Business Conduct Credit consists of 1 hour of training in at least one of the following topic areas:~~
- ~~(a) Ethics;~~
  - ~~(b) Rules and Member policies and procedures for complying with the Rules; and~~
  - ~~(c) Relevant legislation and its application.~~
- ~~5.3. For each cycle where a Participant is required to obtain at least 8 Business Conduct Credits, a minimum of 1 and maximum of 2 credits must be content relating to ethics.~~
- ~~5.4. Ethics related content refers to content that examines ethical principles and moral or ethical problems that may arise in performing duties on behalf of a Member, including the principles under Rule 2.1.1. It applies to all aspects of business conduct and is relevant to the conduct of individuals and entire organizations.~~
- ~~5.5. Other business conduct topics include, but are not limited to:~~
- ~~(a) Conflicts of interests;~~
  - ~~(b) Personal financial dealings;~~
  - ~~(c) Regulatory requirements and initiatives that affect Member operations;~~
  - ~~(d) Disclosure of information to clients;~~
  - ~~(e) Documentation standards;~~
  - ~~(f) Know-Your-Client;~~
  - ~~(g) Suitability and new products;~~
  - ~~(h) Know-Your-Product;~~
  - ~~(i) Anti-money laundering laws and regulations and related Member policies and procedures;~~
  - ~~(j) Security and privacy of information; and~~

~~(k) Complaint handling.~~

~~**6. Professional Development.**~~

~~6.1. Professional Development content is educational material that maintains or enhances a Participant's financial knowledge or proficiency.~~

~~6.2. A single Professional Development Credit consists of 1 hour of training in at least one of the following topic areas:~~

~~(a) Products;~~

~~(b) Financial planning;~~

~~(c) Retirement planning;~~

~~(d) Investment strategies and asset allocation;~~

~~(e) Client management techniques;~~

~~(f) Economics, Accounting, and Finance;~~

~~(g) Tax planning;~~

~~(h) Estate planning; and~~

~~(i) Insurance.~~

~~**7. Compliance.**~~

~~7.1. Compliance content is education material relating to the conduct of Members and Participants that has been specifically designated by the Corporation. Compliance content will include areas relating, but not limited, to, compliance examination findings, Compliance and Enforcement priorities, and proposed Rule changes.~~

~~7.2. The two Compliance Credits must be obtained by completing continuing education activities specifically designated by the Corporation.~~

**EXEMPTIONS FROM CONTINUING EDUCATION REQUIREMENTS**

5.1 The Corporation may extend the time a Participant has to complete a CE requirement, or may exempt a Participant from a CE requirement, if the Corporation is satisfied that to do so would not prejudice the interests of the public, Member clients, or the Member.

5.2 In granting an exemption under section 5.1 above, the Corporation may impose any terms and conditions it considers necessary.

**PART D**

## DELIVERY STANDARD

- 8.1. Members may provide ~~required content~~continuing education activities through their own training initiatives or through third parties.
- 8.2. ~~For a CE activity to qualify under this Rule and Rule 1.2.6, it must be a structured activity where attendance is tracked, the CE content is accredited, and, as applicable, delivery of the CE content and evidence of completion has been documented.~~A Member or third party may submit a continuing education activity for accreditation through the Corporation's accreditation process.

## PART E

### MEMBER'S ADMINISTRATION OF THE CONTINUING EDUCATION PROGRAM

#### ACCREDITATION

- 9.1. ~~Accreditation of a continuing education activity is required prior to the CE credits being eligible for reporting on CERTS.~~

#### 9.1 A Member must:

- (a) verify and ensure the their Participants's compliance with the CE program requirements during and at the end of the every cycle,
- (b) keep CE program records, including continuing education activity materials and evidence of a Participant's their completion of the CE activity in accordance with Part F of this Rule for each cycle for at least seven years following the end of the cycle,
- ~~(c) verify completion of a CE activity and keep continuing education program records, including activity related materials, for each cycle for a minimum of seven years following the end of the cycle.~~
- (c) ensure that a Participant's chosen continuing education activity satisfies one of the CE program components in Rule 1.2,
- (d) evaluate a Participant's knowledge and understanding of the activity, if delivering a continuing education activity, and
- (e) designate an individual responsible for supervising training and approving a Participant's chosen CE activity,
- ~~(e) ensure that a Participant's chosen CE activity satisfies the content criteria described in Part C of this Rule,~~
- ~~(f) where the CE activity is delivered by the Member, evaluate a Participant's knowledge and understanding of the activity, and~~
- ~~(g) ensure that each Participant meets the continuing education requirements during each cycle.~~

9.2 A Member may allow a Participant to use the continuing education activities completed at their former Member and may rely on a statement of completion issued by that former Member.

~~9.2. Accreditation can be completed by:~~

- ~~(a) A Member;~~
- ~~(b) A Third Party recognized by the Corporation (“Third Party Accreditor”);~~
- ~~(c) Chambre de la sécurité financière (“Chambre”); or~~
- ~~(d) Investment Industry Regulatory Organization of Canada (“IIROC”).~~

~~9.3. All accreditations must use standard evaluation procedures based on the following criteria:~~

- ~~(a) There are adequate learning objectives and a training plan for the CE activity;~~
- ~~(b) The content of the CE activity is consistent with the stated learning objectives and training plan; the resources and materials provided to Participants support the stated learning objectives and are consistent with its CE content at the time of accreditation approval; and whether the CE activity has met its learning objectives;~~
- ~~(c) The content of the CE activity meets the related minimum standards set out under Part C of Rule 900;~~
- ~~(d) The CE activity includes an adequate written plan for how it will be delivered;~~
- ~~(e) The CE activity is relevant to the Participant and/or the Member’s business;~~
- ~~(f) The CE activity includes adequate details as to how attendance will be confirmed, and how completion of the activity by individual Participants will be recorded;~~
- ~~(g) The qualifications and experience of the trainer and Provider are adequate;~~
- ~~(h) Only one CE credit is assigned per one hour of training;~~
- ~~(i) The CE activity has a minimum of 0.5 credits (30 minutes) of accredited CE content with credits rounded to the nearest quarter (0.25) credit (15 minutes); and~~
- ~~(j) The CE activity is not a preparatory course, study guide or unstructured pre-reading.~~

~~9.4. For Member self-accreditations, the Member must maintain evidence of the education activity in sufficient detail to evidence compliance with 9.3.~~

~~9.5. Each accredited CE activity recognized by the Corporation will be assigned an eligibility period not longer than 2 years from the date of accreditation. When the eligibility period expires or there is a material change to the CE activity that a Member provides and the Member intends to continue to offer the CE activity, the Member must either re-perform self-accreditation or obtain accreditation from accreditors recognized by the Corporation. A material change, for the purposes of 9.5, will have occurred when one or more of the CE categories or content is no longer covered, the duration of the CE activity has changed, or testing of the CE activity has been removed. A material change may also occur when the format, delivery method or content has changed~~

9.3 A Member may allow a Participant to use a continuing education activity completed after the individual ceased to be a Participant, provided the activity was completed during the applicable cycle.

## **PART F**

### **EVIDENCE OF COMPLETION**

~~10.1. Evidence of completion for CE credits, as required under Rule 1.2.6, may be in the form of supporting documentation issued by the Provider a third party, including certificates/other notices of completion, attendance records, or test results.~~

~~10.2. Members and Participants are not required to maintain evidence of completion for CE credits, where a Provider: (i) facilitates the delivery of accredited CE content, which meets the requirements under Rule 1.2.6 and Rule 900; (ii) maintains records related to the completion of CE credits by Participants; and (iii) submits such records to the Corporation on behalf of such Participants, in accordance with the requirements under Rule 900.~~

### **CE HOURS**

10.1 A Participant may receive Compliance hours or Professional Development hours for a continuing education activity, if the activity has an examination, including hours for any preparation.

10.2 Section 10.1 above only applies in the cycle in which the Participant successfully passes the examination.

10.3 A Participant may receive a maximum of five Compliance hours for compliance activities offered by a foreign securities dealer or external provider on foreign compliance subjects.

10.4 A Participant cannot carry forward Compliance hours or Professional Development hours to a subsequent cycle.

## **PART G**

### **REPORTING**

- 11.1. ~~Members and Participants~~ must use ~~CERTS~~the prescribed reporting system to comply with the reporting obligations of Rule 900.
- 11.2. ~~Only CE credits obtained during the assigned eligibility period may be used to satisfy the requirements under Rule 1.2.6. Credits obtained during any cycle may only be used to satisfy the prescribed credit requirements for that cycle or a previous cycle where a Participant has outstanding requirements from that previous cycle.~~
- 11.3. ~~Notwithstanding the provisions of 11.2, Participants may carry forward to the next cycle a maximum of 5 excess Professional Development Credits.~~
- ~~11.4.~~ Members and Participants must file reports of completed CE ~~credits~~, and must ensure, where applicable, that any eligible third party filing reports of completed CE credits on their behalf files the reportsrequirements, no later than ~~10 business~~30 days following the end of the cycle.
- ~~11.5.~~ ~~Notwithstanding the provisions under 11.4~~11.3, when a Participant ceases to be an Approved Person of a Member, that Member must file a report of all completed CE credits for that Participant within 30 days.

## **PART H**

### **ASSESSMENTS**

- ~~12.1.~~ ~~The Corporation may, at its discretion, conduct a review of any accredited continuing education activity delivered to Participants including the records to be retained by a Member or Participant in respect of the CE credits reported to the Corporation.~~
- ~~12.2.~~ ~~In such instances, the Participant or Member shall be notified, in writing, by the Corporation of the continuing education activities being reviewed and will have 15 days to submit to the Corporation any documents and information requested as part of the assessment.~~
- ~~12.3.~~ ~~Failure by a Participant or Member to submit adequate evidence to support the continuing education activity delivered and the CE credits reported may result in the rejection by the Corporation of all or some of the reported CE credits associated with that continuing education activity. As a result of such rejection, the Participant may, for that cycle, be found to be non-compliant with the requirements under Rule 1.2.6.~~

## **PART I**

### **NON-COMPLIANCE**

## PENALTIES

### **13. ~~Notification and Fees.~~ Penalties for late filing or failure to complete continuing education requirements**

~~13.1. Where, for any given cycle, the Corporation's records indicate that a Participant has not met the requirements as prescribed under Rule 1.2.6 and Rule 900, the Corporation shall notify the Participant's sponsoring Member of the non-compliance determination no later than 30 days from: (i) the end of the cycle, (ii) for a returning Participant, upon failure to satisfy any outstanding credits from the immediately preceding cycle, or (iii) at the completion of an assessment of the records maintained by a Participant or Member where a rejection by the Corporation of reported CE credits has resulted in non-compliance for a Participant.~~

~~13.2. Where a Member has been notified of such non-compliance pursuant to paragraph 13.1 above, the Member shall have 15 days to submit a response for each non-compliance notification detailing a plan for each Participant to become compliant with the requirements under Rule 1.2.6 and this Rule.~~

~~13.3. Where, after receiving and reviewing the Member's response, the Corporation has determined that a Participant has not met the prescribed credit requirements for a given cycle, and the Corporation is not satisfied with the Member's response, the Corporation shall provide notification to the Participant's sponsoring Member indicating that the Participant is not to act as an Approved Person of any Member until such time as the Corporation has determined that the prescribed credit requirements have been met.~~

~~13.4. Where a Member has been notified pursuant to paragraph 13.3 above, the Member shall: (i) immediately provide appropriate notification of this matter to the applicable Participant, and (ii) promptly take all steps necessary to ensure that all impacted clients continue to receive service in accordance with requirements under the Rules.~~

~~13.5. Where the Corporation has determined that a Participant has not met the prescribed credit requirements for any given cycle, as prescribed under Rule 1.2.6 and Rule 900, the Corporation may, for each such occurrence, impose a \$2,500 fee on the Participant's sponsoring Member.~~

~~13.6. Members will have 30 days from the date of notification to pay the fee in full to the Corporation.~~

13.1 The Corporation will automatically suspend a Participant's approval following the end of the reporting period of Part G of Rule 900, if:

(a) a Participant failed to complete the continuing education requirements within the cycle, or

(b) the Member fails to report in the prescribed reporting system.

13.2 A Dealer Member that fails to comply with the requirements of Part G of Rule 900, or whose continuing education participants fail to meet their CE requirements, is liable to pay the Corporation any fine the Board may prescribe from time to time.

**14. Reinstatement.**

~~14.1. Where the Corporation has provided notification to a Participant's sponsoring Member pursuant to paragraph 13.3, the Member and Participant may file CE credit reports for that applicable cycle for review by the Corporation.~~

~~14.2. Where the Corporation subsequently determines that the Participant has met the prescribed credit requirements for that applicable cycle, notification will be delivered to the Participant's sponsoring Member stating that the Participant is in compliance with the requirements under Rule 1.2.6 and Rule 900.~~

14.1 The Corporation may reinstate the Participant's approval after the Member has notified the Corporation in writing that the Participant has completed the continuing education requirements.