

CFP® Certification Examination Principal Topics

The following Principal Topics are based on the results of CFP Board's 2009 Job Analysis Study and serve as a curricular framework.

General Principles of Financial Planning

- Financial planning process
- Financial statements
- Cash flow management
- Financing strategies
- Function, purpose, and regulation of financial institutions
- Education planning
- Financial planning for special circumstances
- Economic concepts
- Time value of money concepts and calculations
- Financial services regulations and requirements
- Business law
- Consumer protection laws

Insurance Planning

- Principles of risk and insurance
- Analysis and evaluation of risk exposures
- Health insurance and health care cost management (individual)
- Disability income insurance (individual)
- Long-term care insurance (individual)
- Annuities
- Life insurance (individual)
- Income taxation of life insurance
- Business uses of insurance
- Insurance needs analysis
- Insurance policy and company selection

Investment Planning

- Characteristics, uses and taxation of investment vehicles
- Types of investment risk
- Quantitative investment concepts
- Measures of investment returns
- Asset allocation and portfolio diversification
- Bond and stock valuation concepts
- Portfolio development and analysis
- Investment strategies

Income Tax Planning

- Income tax law fundamentals
- Tax compliance
- Income tax fundamentals and calculations
- Characteristics and income taxation of business entities
- Income taxation of trusts and estates
- Basis
- Tax consequences of the disposition of property
- Alternative minimum tax (AMT)
- Tax reduction/management techniques
- Passive activity and at-risk rules
- Tax implications of special circumstances
- Charitable contributions and deductions



Retirement Planning

- Retirement needs analysis
- Social Security (Old Age, Survivor, and Disability Insurance, OASDI)
- Types of retirement plans
- Qualified plan rules and options
- Other tax-advantaged retirement plans
- Regulatory considerations
- Key factors affecting plan selection for businesses
- Investment considerations for retirement plans
- Distribution rules, alternatives, and taxation

Estate Planning

- Characteristics and consequences of property titling
- Methods of property transfer at death
- Estate planning documents
- Gifting strategies
- Gift tax compliance and tax calculation
- Incapacity planning
- Estate tax compliance and tax calculation
- Sources for estate liquidity
- Powers of appointment
- Types, features, and taxation of trusts
- Qualified interest trusts
- Charitable transfers
- Use of life insurance in estate planning
- Marital deduction
- Intra-family and other business transfer techniques
- Deferral and minimization of estate taxes
- Generation-skipping transfer tax (GSTT)
- Fiduciaries
- Income in respect of a decedent (IRD)
- Postmortem estate planning techniques
- Estate planning for non-traditional relationships

Interpersonal Communication

- Client and planner attitudes, values, biases and behavioral characteristics and the impact on financial planning
- Principles of communication and counseling

Professional Conduct and Fiduciary Responsibility

- CFP Board's *Code of Ethics and Professional Responsibility and Rules of Conduct*
- CFP Board's *Financial Planning Practice Standards*
- CFP Board's *Disciplinary Rules and Procedures*