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CDCS/CITF/CSDG 考试流程图



CertPay/CTFC 考试流程图

在线提交报名信息

中国贸促会官网 www.ccpit.org 考试项下找到当期考试报名通知，并通过通知最下方的报名入口报名

缴纳考试报名费

汇款次日请查看中文报名界面，状态变更为“缴费成功”表示款项到账

外方发送确认邮件

myLIBF 账户有什么用？

1. CertPAY 考试电子版教材及在线学习（12 个月内有效）
2. CTFC 考试电子版教材及在线课程（12 个月内有效）
3. 在线学习论坛
4. 考试样卷
5. 在线测试题
6. 成绩查询
7. 证书延展手续办理

激活 myLIBF 账户

报名截止两个月

发票邮寄

Pearson Vue 预约考试

考生通过 myLIBF 相关链接自行预约机考中心（详细步骤参见“常见问题—预约篇”）

Pearson Vue 发送确认邮件，需打印携带至考场

参加机考

机考结束即可知道考试结果

邮寄证书及延展

CTFC 需要每三年进行延展以保持证书有效性；CertPAY 无需延展

补考（可选）

中国地区考生参加补考，请在中国地区考试报名启动后，通过培训中心报名

如何找到登录页：

1. 英方确认邮件中的链接
2. 培训中心中文报名网页下方“myLIBF”快捷登陆
3. 百度搜索 myLIBF

重要须知：

1. 考生需自行通过 Pearson Vue 网站改期
2. 考生需至少提前原考试日期两个工作日方可操作改期
3. 考生务必在 12 个月内完成考试，否则将视为弃考

考生自行操作
考试改期

二. 报名篇

1. CDCS/CITF/CSDG/CertPAY/CTFC 考试的报名方式是什么呢？

五大考试只接受网上报名。报考人员请登录 <http://www.ccpit.org/> 在页面中部“贸促服务”项下“培训考试”的“考试”模块，找到相应考试的报名通知，浏览通知详情后根据个人情况选择相应通知下方的报名入口进行网上报名。

2. 邮箱很重要，为什么不能用 QQ 邮箱呢？

因为服务器问题，英方跟中方都无法向 QQ 邮箱群发邮件，会造成重要信息无法发至考生。除 QQ 邮箱之外，其他邮箱如 126, 163, 263, hotmail 等邮箱都可以使用。此外，也不建议考生使用单位后缀邮箱，以免日后因为附件过大造成系统退信考生收不到重要邮件。

3. 报名多久之后会收到确认邮件（confirmation email）如果收不到怎么办？

缴纳报名费用并在报名网站状态确认款项到账的状态更新后，请耐心等待一周，确认邮件会由英方 LIBF 直接发送到考生预留的邮箱中。如果一周之后仍没有收到确认邮件，可与培训中心相关联系人联系。

4. 缴费后如何确认自己缴费成功？

财务人员一般每天下午三点查账，如果你的款项财务查到账，两天之内会将你报名的个人页面里的报名状态更新，请及时查询关注。如果汇款两天后状态仍未变更，请及时与工作人员联系

5. 考试发票多长时间能够收到？

从 2018 年 10 月考期开始，增值税普通发票将启用电子发票形式，财务一般在考生报名后的两个月开始开具。电子发票将发至考生预留的报名邮箱，考生将其打出用于财务报销即可，电子发票与纸质发票有同等效力。

增值税专用发票仍采用纸质发票形式，因发票数量较多，需要慢慢开出，一般是考生报名之后两个月后陆续寄出。因发票较为重要，在寄出时培训中心会发邮件告知考生发票寄出。

6. 报名之后需要变更考试城市该怎么操作？

针对 CDCS/CITF/CSDG 三大考试，考生可以于考试报名截止日期前（2018 年 7 月 31 日）提出变更考点申请。具体方法是，发送要变更到内容到三个考试的公共邮箱，并向培训中心工作人员电话确认。提交申请后两周左右，考生需要自行登录 LIBF 网站查看考试城市是否已经变更。

针对 CertPay 及 CTFC 考试，考生可通过 myLIBF 账户跳转至 Pearson Vue 自行修改，请注意，每次修改需提前至少两个工作日方可操作。

7. 报名的几个重要时间点是什么？

CDCS/CITF/CSDG 考试见下：

2018 年 10 月考试日期：10 月 27 日（周六）

首次报名及补考报名起止时间：2018年6月19日-2018年7月31日

针对当期首次报名及补考报名的考生：

免费延考期：2018年6月19日-2018年7月31日

收费延考期：2018年8月1日至8月21日

针对往期延考的考生：

收费延考期：2018年6月19日至2018年8月21日

修改考点时间：2018年6月19日至2018年7月31日

准考证下载时间：考前3-4周在LIBF网站自己的页面下下载

CertPay/CTFC 考试考生需在考试资格12个月有效期内，自行预约机考考点，参加考试。

8. 我不记得自己的 LIBF 号码（原 IFS 号码）了怎么办？

查询 LIBF 号码需要考生编辑如下信息发送至相应考试的公共邮箱，查到会给考生回复邮件。

- 首次报名考试的年份及后续报考情况
- 姓名
- 生日
- 报名时所在的工作单位及手机号码

9. 培训中心报名系统状态如何看？

首次及补考考生在考试状态中会通过红色字体显示考生目前处在的报名状态，如：报名成功，缴费成功，书籍发放，准考证打印，发票寄送，证书寄送等状态变更。请考生自行关注状态，并根据状态提示完成相应工作。

10. 培训中心的报名系统密码不记得怎么办？

请通过邮箱找回密码，系统将给你注册的邮箱发送新密码，请牢记。如有问题请联系培训中心工作人员。

三. 激活篇

1. 收到确认邮件（confirmation email）之后应该怎样激活自己 myLIBF 页面？

在考试报名后一周内收到确认邮件的考生，需根据邮件要求到 myLIBF 页面，在页面下方 account activation 处输入自己的 LIBF 号码（原 IFS 号码）（如下图所示），按要求设置密码及密码提示问题后登陆 LIBF 页面，即为激活成功。激活成功后通过用户名密码登陆。

2. 登陆 LIBF 网站的用户名是什么？

用户名是考生的 LIBF 号码（原 IFS 号码），或者考生预留的邮箱名。

3. 激活 LIBF 网站有什么用？

- 1) 考前三周左右考生要在自己的 LIBF 页面下载准考证（具体下载方法见考前培训中心公布的考点信息及下载准考证通知）
- 2) 自己的 LIBF 页面下可以下载分章节的电子版教材
- 3) 自己的 LIBF 页面下有部分练习题（specimen paper）考生可以在考试前进行自测

4. 激活之后不记得 myLIBF 密码了该怎么办？

- 1) 考生可在 myLIBF 登陆页面处点击 **forget your password** 进行密码找回
- 2) 如果密码提示问题也不记得的话，需要考生**自行写邮件**给英国的客服 customerservices@libf.ac.uk，邮件中需要告知考生的姓名，LIBF 号码，让英方帮忙重置 IFS 登陆密码。因密码跟密码提示问题都是考生自行设置，如遇到密码找回问题，只能通过英方进行找回。
- 3) 如果临近考试，英方客服仍未给考生回复邮件，考生可以在中国时间下午五点之后给英方客服直接电话，告知 LIBF 号码（即 IFS 号码），说明情况，请求英方帮助重置密码。+44 (0) 1227 818609

5. myLIBF 用户名和密码都记得但是仍然登陆不进去怎么办？

在 myLIBF 登陆页面输入框下有一个 **Having trouble log in** 选项，点击进入可见常见的无法登陆的解决办法。考生请根据情况查询，如果仍然不行需要自行写邮件给英国客服。customerservices@libf.ac.uk

四. 材料篇

1. CDCS/CITF/CSDG 电子版教材及考试自测题下载指导： (以 CDCS 考试为例， CITF 及 CSDG 教材下载同理)

Step 1. 登陆 MyLIBF 账户

The London Institute of Banking & Finance

My LIBF

Please enter your LIBF number or email address and password. The password is case sensitive.

LIBF number or email address Password

Login

Forgotten your password?

Account Activation

If you have never logged into a secure website provided by The London Institute of Banking & Finance before, or have had your account reset, enter your LIBF Number here and click 'Activate' to proceed.

LIBF number

Activate

Having trouble logging in?

Step 2 激活成功后通过用户名密码登陆

Step 1 用获得的 LIBF 号码激活

The London Institute of Banking & Finance

Lifelong partners
for financial education

MyLIBF.com

Useful Links

KnowledgeBank
Online registrations (FE qualifications)
Buy tickets for LIBF events online
Policy Documents (libf.ac.uk)

Personal links

View your study history
View your academic summary

The London Institute of Banking & Finance links

The London Institute of Banking & Finance news
(libf.ac.uk)

My Studies

Principles and Practices of Documentary Credit Transactions

- Important Registration Information
- Go to course website
- Assessment details & results
- Materials Despatch

My Course Websites

Level 4 Certificate for Documentary Credit Specialists (CDCS®)
Sustainability student area

Qualifications

Certificate for Documentary Credit Specialists

Messages

Messages from The London Institute of Banking & Finance

Please find here the latest copy of our F@CT newsletter.

View all messages

Keep up to date with the latest news from The London Institute of Banking & Finance with www.libf.ac.uk

在 My Course 项下点击 Level 4 链接

Step 2 下载分章节的电子版教材，共 25 章 (Topic)

The screenshot shows the website for the Level 4 Certificate for Documentary Credit Specialists (CDCS®). The header includes the logo and the course code CDCS0216. The main content area is titled "Welcome" and provides an overview of the course. A sidebar on the left contains navigation menus for "Core text" and "Essential information". The main content area lists three topics, each with a corresponding chapter of core text. A red arrow points to "Chapter 1: core text" under Topic 1.

The London Institute of Banking & Finance

myLIBF > CDCS0216

Welcome to CDCS®

Level 4 Certificate for Documentary Credit Specialists (CDCS®)

Core text

- Complete core text
- Core text prelims
- Core text index

Essential information

- VIDEO: Distance learning - study tips (14 mins, 40 secs)
- Student handbook - Important information about your course
- Student handbook - Learning support and assessment guidance
- Qualification specification

Welcome

This course website contains your CDCS® study resources.

The CDCS® has been developed in consultation with industry experts to make sure that the qualification reflects best practice. It was created by the International Financial Services Association (IFSA) and the Institute of Financial Services and first examined in 1999. CDCS® is now managed by the Institute of Financial Services in partnership with the International Chamber of Commerce (ICC).

- Online communications user policy
- Student-led discussion forum **31 unread posts**
- Answers to review questions

Topic 1: The history and use of documentary credits

- Chapter 1: core text

Topic 2: The role of the ICC and the development of the UCP

- Chapter 2: core text

Topic 3: Documentary credits and other methods of settlement

Step 3 考生可下载考试样题 (Specimen paper) 及自测题 (CDCS self-test) 见下图:

The screenshot shows the "Assessment resources" section of the website. The sidebar on the left lists various resources, including specimen papers and self-test materials. The main content area lists seven topics, each with a corresponding chapter of core text. Red arrows point to "Specimen paper" and "CDCS self-test" in the sidebar.

Assessment resources

- Specimen paper
- Specimen Paper Answers
- In-basket document specimen paper
- Simulation document specimen paper

Additional resources

- CDCS self-test
- CDCS information page
- ICC website
- Complete copies of all ICC publications referenced in the core text can be obtained through the ICC bookstore.
- KnowledgeBank

Topic 4: Definitions

- Chapter 4: core text

Topic 5: The sales contract

- Chapter 5: core text

Topic 6: Pre-issuance considerations and r

- Chapter 6: core text

Topic 7: Issuing a documentary credit

- Chapter 7: core text

Welcome

This course website contains your CDCS[®] study resources.

The CDCS[®] has been developed in consultation with industry experts to make sure that the qualification reflected by the International Financial Services Association (IFSA) and The London Institute of Banking & Finance (LIBF) since 1999. CDCS[®] is now managed by The London Institute of Banking & Finance in partnership with the International Chamber of Commerce (ICC).

 [CDCS Study Planner 2016-17](#)

 [Online communications user policy](#)

 [Student-led discussion forum](#)

 [Answers to review questions](#)

Electronic online specimen papers

 [CDCS Electronic Specimen Paper B](#)

 [CDCS Electronic Specimen Paper B - Collated In-Basket documents](#)

 [CDCS Electronic Specimen Paper B - Collated Simulation documents](#)

 [CDCS Electronic Specimen Paper C](#)

 [CDCS Electronic Specimen Paper C - Collated In-Basket documents](#)

 [CDCS Electronic Specimen Paper C - Collated Simulation documents](#)



2. CertPAY 电子教材及在线学习指导（在线课程在注册之日起 12 个月内有效）

Step 1. 登陆 MyLIBF 账户（以 CDCS 初始登录页面示例）

The London Institute of Banking & Finance

Lifelong partners
for financial education

MyLIBF.com

Useful Links

[KnowledgeBank](#)
[Online registrations \(FE qualifications\)](#)
[Buy tickets for LIBF events online](#)
[Policy Documents \(libf.ac.uk\)](#)

Personal links

[View your study history](#)
[View your academic summary](#)

The London Institute of Banking & Finance links

[The London Institute of Banking & Finance news \(libf.ac.uk\)](#)

My Studies

Principles and Practices of Documentary Credit Transactions

-  [Important Registration Information](#)
- [Go to course website](#)
- [Assessment details & results](#)
- [Materials Despatch](#)

My Course Websites

[Level 4 Certificate for Documentary Credit Specialists \(CDCS®\)](#)
[Sustainability student area](#)

Qualifications

[Certificate for Documentary Credit Specialists](#)

Messages

Messages from The London Institute of Banking & Finance

Please find here the latest copy or our F@CT newsletter.

[View all messages](#)

Keep up to date with the latest news from The London Institute of Banking & Finance with [www.libf.ac.uk](#)

点击 Level 3 Certificate in Principles of Payments

Certificate in Principles of Payments (CertPAY)



My LIBF

KnowledgeBank

▶ Open all ▼ Close all

Instructions: Clicking on the section name will show / hide the section.

▼ Learning materials: Pre-reading



Why study CertPAY with **Peter Hahn**, Dean, Henry Grunfeld Professor of Banking and **Karen Lines**, Senior Business Consultant

📄 CertPAY recent amendments (updated 18 September 2017) (2017/18)

📄 Course introduction

▼ Discussion forum

📄 Discussion forums user guide

📄 Discussion forum

每个 Topic 即为每章学习资料，需在线进行学习，完成每章学习及测试之后，对应的方框内会出现绿色对勾，共计 23 个 Topic

▼ Learning materials: Unit 1 - Principles of the payments industry

📄 Topic 1 The origin of payments

📄 Topic 1: test your knowledge

📄 Topic 2 Modern payment types

📄 Topic 2: test your knowledge

📄 Topic 3 Parties, charging models and straight-through processing

📄 Topic 3: test your knowledge

📄 Topic 4 Connectivity

📄 Topic 4: test your knowledge

📄 Topic 5 Ensuring value for customers

📄 Topic 5: test your knowledge

📄 Topic 6 Payments enabling business

▼ Learning materials: Unit 2 - Payment regulation, risk and compliance

📄 Topic 16 Regulatory payment framework and ecosystem

📄 Topic 16: test your knowledge

📄 Topic 17 The role of central banks

📄 Topic 17: test your knowledge

📄 Topic 18 Financial crime

📄 Topic 18: test your knowledge

📄 Topic 19 Sanctions

📄 Topic 19: test your knowledge

📄 Topic 20 Conduct and ethics

📄 Topic 20: test your knowledge

📄 Topic 21 Data protection

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Introduction

- 1.1 What does it take to make a payment?
- 1.2 Evolution of payments
- 1.3 Barter
- 1.4 Cash
 - 1.4.1 The drawbacks of cash
- 1.5 Cheques
 - 1.5.1 Risks associated with cheques
 - 1.5.2 Types of cheques
 - 1.5.3 Cheque usage in the US
- 1.6 Payments today
- Conclusion
- Answers
- References

Administration

- Book administration
 - Print topic
 - Print this section

Introduction

In this topic we shall define the term 'payment' and examine a brief history of payments, from barter to cheque payments, to provide a basic understanding of the building blocks of cash management. We will examine payments in more detail in Topic 2.

What is a payment?

A payment is a sum of money, an asset, or a service given in exchange for a good or service, or the act of doing so. Regardless of where you may live, you are likely to buy food, pay a bill or book a holiday. All these transactions will involve payments. Besides supporting life's needs, payments also support businesses through the purchase or sale of goods and services, or through disbursement of salaries and dividends.

Learning objectives

By the end of this topic, you will understand:

- what a payment is;
- the early evolution of payments from barter to cheques;
- the role of technology in reducing risk and the changing landscape of payments.

点击任一个 Topic 都会在页面左侧下方下载该章节或者该页面的电子版教材

Additional resources

- Legal disclaimer
- Glossary
- Student Handbook 2017
- Study Planner
- Study Guidance and Tips
- Referencing guide
- Reading guidelines
- Qualification Specification

About the contributors

- Contributors

Study tips videos

- VIDEO: Welcome (2 mins, 41 secs)
- VIDEO: Thinking about study skills (2 mins, 36 secs)
- VIDEO: Succeeding in studies (5 mins, 7 secs)
- VIDEO: Understanding MCQs (5 mins, 18 secs)
- VIDEO: Understanding Coursework (4 mins, 13 secs)
- VIDEO: Exploring pre-released information (2 mins, 16 secs)
- VIDEO: Written exams (5 mins, 55 secs)

Assessment resources

- CertPAY assessment structure for students

After your exam

You can find a breakdown of your exam performance by viewing your study history and selecting your analysis sheet. This will provide feedback on your percentage of correct answers in each learning outcome of the syllabus.

- Unit 1 - Principles of the Payments Industry (PPA)
- Unit 2 - Payment Regulation, Risk and Compliance (PRC)

考生可在学习界面下方找到其他辅助学习资料，视频辅导以及考试自测题

3. CTFC 电子版教材及在线学习指导（在线课程在注册之日起 12 个月内有效）

登陆 MyLIBF 账户（以 CDCS 初始登录页面示例）

手机浏览器登录同样可以实现在线学习

点击 Level 4 Certificate in Trade Finance Compliance

点击进入在线课程课程学习界面

初始 Loading 需要较长时间，请考生耐心等待



Loading

My Dashboard / My Courses / Certificate in Trade Finance Compliance

TBFC
COMPLIANCE - AML

Trade Based Financial
Crime Compliance

Combating Financial
Crimes

Study Text



考生可点击 **Study Text** 下载完整的电子版教材《**Trade Based Financial Crime Compliance**》，并学习在线课



CERTIFICATE IN TRADE FINANCE COMPLIANCE

In recent years, there has been renewed attention to the connection between financial crime and trade. This has resulted from the concern of governments that there is misuse of trade finance and its related systems by organized anti-social elements ranging from criminals to terrorists.

Government security agents have joined with bank regulators to create a new dimension to banking "compliance", requiring banks to attend to trade in a way that they had not done previously.

4. 报名缴费后多久之后会收到纸质教材？

CDCS/CITF/CSDG 考试，报名缴费后一般两周以内会收到培训中心通过圆通寄出的纸质教材。因教材是从英国分批邮寄到中国，再由培训中心分批寄出，中途可能会遇到海关抽检，物流延误等问题，如果考生两周仍没收到纸质教材可与培训中心联系询问。

CertPAY 考试及 CTFC 考试无纸质版教材。

5. 教材是否还有电子版的呢？

CDCS/CITF/CSDG/CertPAY/CTFC 考试，分章节的电子版教材需要考生自行登陆 LIBF 页面进行下载。

6. 补考考生及恢复考试的考生还有实体教材么？

所有补考考生及延考恢复的考生不再寄送纸质版教材，考生需自行登陆 LIBF 自己的学习页面下载最新的电子版教材进行复习。

7. 我有以前考过的同事用过的 CDCS 教材可以拿来复习用吗？

目前的考试用书是第五版教材，封面上写着 5th edition，如果考生手上的是该版教材则可以用作考试复习。但是仍然建议首次报名的考生用培训中心发的教材复习，补考考生在 LIBF 网站上自行下载的电子版最新教材复习。

8. 登录 myLIBF 遇到问题应该联系谁？

CertPay/CTFC 在线课程经过长期测试运行相对稳定，如果考生在登录或者在线学习过程中遇到任何技术问题，请直接跟英国的技术客服发邮件联系。customerservices@libf.ac.uk

五. 机考预约篇（适用于 CertPay 及 CTFC 考试）

Step 1: 登录 myLIBF 页面（本图解以 CertPay 考试为例，CTFC 步骤相同）

Home MyDetails KnowledgeBank

Useful Links

Policies, Regulations and Important Forms
KnowledgeBank
Book an exam with Pearson VUE
Online registrations (FE qualifications)
Buy tickets for LIBF events online

Personal links

View your study history
View your academic summary
LIBF news & insights

My Studies

Certificate in Principles of Payments (CertPAY)

[View Study History](#) [Policy Documents](#)

Certificate in Principles of Payments

Important Registration Information [All assessment details & results](#)

[Book exam with Pearson VUE](#)
Registration Expiry Date:
8 May 2019

考试资格有效期为 12 个月，考生需在截止日期前预约参加考试，逾期将视为考生弃考。

考生需点击此选项，在“Assessment”项下可找到用于 Pearson Vue 预约机考的 Username 及 Password。

Step 2: 获得用于 Pearson Vue 预约机考的 Username 及 Password

+ Assessment

If you do not sit the exam by **8 May 2019**, you will be required to pay a resit fee.

You will sit your multiple choice exam in one of the Pearson VUE centres located in your region. You book via www.pearsonvue.com/libf or by calling **+44 (0)370 6081915**. Refer to your Student Handbook for additional international telephone numbers.

Please note that test centre dates are subject to availability and you are advised to book at least two months before 8 May 2019 to avoid any further costs.

The first time you use Pearson's online booking system you will need to sign in as a 'Returning User' using the username and password below:

User Name: **libfL55194**

Password: **250840329P** (This password only works the first time you log in).

If you cannot remember your password use the 'Forgot my password' link on the booking system or call them on the number above.

Be aware that each time you book, reschedule or cancel an examination, a confirmation email will be sent to you shortly afterwards via the email address recorded on your LIBF account.

It is your responsibility to check the confirmation email from Pearson VUE.

If the confirmation email fails to arrive within one hour, or if any of the information is incorrect, you must call them on the number above without delay. Consideration will not be given for booking problems where a student has failed to check the confirmation email.

Further information can be found in our [Exam booking and information](#) area.

Step 3: 返回 myLIBF 学习主页进行考试预约 “Book an exam with Pearson Vue”

Home

MyDetails

KnowledgeBank

Useful Links

Policies, Regulations and Important Forms
KnowledgeBank
Book an exam with Pearson VUE
Online registrations (FE qualificatio
Buy tickets for LIBF events online

Personal lnks

View your study history
View your academic summary

LIBF news & insights

My Studies

Certificate in Principles of Payments (CertPAY)

[View Study History](#)

[Policy Documents](#)

Certificate in Principles of Payments

Important Registration Information

[All assessment details & results](#)

[Book exam with Pearson VUE](#)

Registration Expiry Date:
8 May 2019

Step 4: 考生请仔细阅读该页内容并点击 Continue

The London Institute
of Banking & Finance

You are logged in as Ms
LIBF Number:

[Cookies](#) [Contact Us](#) [Help](#) [Logout](#)

[Home](#) [MyDetails](#) [KnowledgeBank](#)

[MyLIBF](#) → [book an exam](#)

Book an exam – Pearson Exam Bookings

To book an examination online you must have a valid registration, paid for with The London Institute of Banking & Finance.

Please note: You have separate login details for the Pearson VUE website. If accessing the Pearson VUE website for the first time, you will need to use the login details from the Assessment section of your Important Registration Information. This can be found by returning to the homepage of your MyLIBF account.

Before you are transferred to the Pearson website to book/cancel/reschedule your examination(s) you are requested to read the following information and tick the acknowledgement box before proceeding to the next stage. The tick box confirms that you have read and understood the information on this page and take full ownership for your bookings.

- [You must have a valid email address recorded with The London Institute of Banking & Finance](#)
- [Ensure when booking that your examination times do not clash](#)
- [You must check your confirmation emails from Pearson VUE](#)
- [Cancellations can be made online but please allow two working days notice](#)
- [Currently we are unable to offer online bookings for students who require extra time/special considerations](#)

You must have a valid email address

Before being able to book an examination you must have a valid email address recorded with The London Institute of Banking & Finance. If you do not currently have an email address recorded with The London Institute of Banking & Finance, please enter into the '[my details](#)' section of MyLIBF or alternatively call customer and student support on +44 (0) 1227 818609 to advise of your email address. Once recorded on the system it will take up to 20 minutes for the information to be transferred to allow you to book online. Please note that it is to this email address that your examination confirmation details will be sent which will include the time, date, location and duration of the examination that you have booked.

Ensure when booking that your examination times do not clash

Please ensure when booking your examinations that none of your examination times or dates clash/conflict. Please also ensure that when booking your examination that you leave sufficient time between each module e.g. if you are booking your very first examination for CeMAP* paper one at 10.00am you need to allow 15 minutes to book in prior to your examination time, 15 minutes for your practice session once your examination has started, 2 hours for your actual examination followed by 10 minutes for the survey at the end of your examination (155 minutes in total for this sitting). If you are then planning on sitting CeMAP* paper 2 on the same day, you will not be able to start this examination until at least 13.00. This will allow you time to finish your examination, collect your results and be booked in for the next examination. Please note that you are unable to sit two examinations concurrently without having a break in between. The booking system currently is unable to calculate this, or confirm if 2 examinations have been booked in for the same date/time and so the onus is on you to ensure sufficient time is left between each examination depending on its length and that examinations do not clash.

You must check your confirmation emails from Pearson VUE

Please be aware that each time you book, reschedule or cancel an examination with Pearson VUE, a confirmation email will be sent to you shortly afterwards via the contact email address on your LIBF student record.

It is the responsibility of the student to check their confirmation email from Pearson VUE.

If your confirmation email fails to arrive within one hour, or if any of the information within the email is incorrect, it is imperative that you call Pearson VUE on (0370) 6081915 without delay. Please bear in mind that consideration will not be given for booking problems where a student has failed to check their confirmation email from Pearson VUE.

Cancellations can be made online but please allow two working days notice

Please note that cancellations and reschedules can be made online, however you must give at least 2 working days notice. Eg if your examination is booked for a Monday, the latest you can cancel/reschedule an examination is the previous Thursday. If your examination was booked for a Tuesday the last day to cancel/reschedule your examination would be on the previous Friday.

Currently we are unable to offer online bookings for students who require extra time/special considerations

Currently we are unable to offer online bookings for students who require extra time/special considerations for their examinations. Students who require extra time/special considerations are asked to contact The London Institute of Banking & Finance customer services on +44 (0) 1227 818609 for further information.

Information on this page may be changed frequently in order to help students with booking examinations online, we suggest you re-read this information prior to booking any subsequent examinations to ensure you are aware of the most up to date information and any changes to the booking system which may effect you.

Before being transferred to the Pearson Vue site to book my examination online, **I confirm that I have read, understood and will adhere to the information detailed above**

[Continue](#)

请保持在英文界面下操作，不要将语言改为中文



The London Institute of Banking & Finance Qualification Testing

We exist for a very simple reason — to advance banking and finance by providing outstanding education and thinking, tailored to the needs of business, individuals and society.

We advance careers by equipping people with the skills and capability the sector demands, so they can perform more effectively and responsibly. The result is better professionals and corporations, performing better for customers. Our qualifications are relevant for a range of roles regardless of experience, and allow individuals to tailor their learning so they have the building blocks and mark of professionalism to progress with pace.

We are an FCA Accredited Body and recognised as an awarding organisation by Ofqual.

IMPORTANT NOTICE

Please be aware that each time you book, reschedule or cancel an examination with Pearson VUE, a confirmation email will be sent to you shortly afterwards via the contact email address on your student record at The London Institute of Banking & Finance.

It is your responsibility to check the confirmation email from Pearson VUE.

If your confirmation email fails to arrive within one hour, or if any of the information within the email is incorrect, it is imperative that you call Pearson VUE on (0370) 6081915 without delay. Please bear in mind that consideration will not be given for booking problems where a student has failed to check their confirmation email from Pearson VUE.

The London Institute of Banking & Finance

To schedule, reschedule or cancel an exam:

Login

- Forgot my username
- Forgot my password

Find a test centre

View exams

Need help? Contact customer service

Test accommodations

Related links



The London Institute of Banking & Finance

Sign in

All fields are required.

Returning users, please sign in:

Username:

Password:

Sign In

[I forgot my username.](#)
[I forgot my password.](#)

请用上述步骤中获得的 Username 及 Password 登录，并
按照要求修改初始密码



Home

Account Sign In successfully updated.

The London Institute of Banking & Finance Exams

Pre-approved Exams

- [CPAY: Certificate in Principles of Payments](#)



重新设置密码及密码提示问题后，Pearson Vue 预约账户设置完成，点此可以开始预约机考。

Upcoming Appointments

You do not have any appointments scheduled.

Exam Details

[View My Authorization Information](#)

Exam:

CPAY: Certificate in Principles of Payments

[View Testing Policies](#)

Exam Modules:

CPAYPPA: Principles of the Payments Industry

CPAYPRC: Payment Regulation, Risk and Compliance

Language:

English



[Previous](#)

[Schedule this Exam](#)

Test Center Search

Exam Selection: CPAY: Certificate in Principles of Payments | Language: English

Find test centers in:

Country:

State/Province:

City:

考生可选择所在省市的机考考点



You can select **up to three** test centres to compare availability

Select	Test Center	Directions
<input type="checkbox"/>	Anhui Post and Telecommunication College China Anhui Hefei Shushan Dist	Get Directions

Map not available.



Test Center

Canway Education - Beijing
China
Beijing
Beijing
22/F C Block, Weiboshidai Center
No. 17 Zhongguancun South St,
Haidian District,
100089

[Change Test Centers](#)

Select Date [Why can't I find an available appointment?](#)

June 2018							July 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				




考生可勾选合适的日期及时间段，请注意，并非所有机考考点都有在周末的考位，请考生根据自己的实际情况选择

Available Start Times: Saturday, July 7, 2018 at Canway Education - Beijing	
Morning	Afternoon
<input type="checkbox"/> 10:00 AM	<input type="checkbox"/> 12:00 PM
<input type="checkbox"/> 10:15 AM	<input type="checkbox"/> 12:15 PM
<input type="checkbox"/> 10:30 AM	<input type="checkbox"/> 12:30 PM
<input type="checkbox"/> 10:45 AM	<input type="checkbox"/> 12:45 PM

My Order

Signed in as:
LIBF ID:

Description	Details	Actions
Exam CPAY: Certificate in Principles of Payments Exam Modules: <ul style="list-style-type: none">• CPAYPPA: Principles of the Payments Industry• CPAYPRC: Payment Regulation, Risk and Compliance Language: English Exam Length: 98 minutes	Appointment Saturday, July 7, 2018 Start Time: 01:15 PM CST Change Appointment Location Canway Education - Beijing China Beijing Beijing 22/F C Block, Weiboshidai Center No. 17 Zhongguancun South St, Haidian District, 100089 Change Test Center	Remove



[Proceed to Checkout](#)

Checkout - Step 3: Submit Order

Signed in as:
LIBF ID:

- Confirm Personal Information
- Agree to Policies
- Submit Order**
- Summary

Your order is NOT complete until you click the "Submit Order" button.

Confirm Order Details

Description	Details
Exam CPAY: Certificate in Principles of Payments Exam Modules: <ul style="list-style-type: none">• CPAYPPA: Principles of the Payments Industry• CPAYPRC: Payment Regulation, Risk and Compliance Language: English Exam Length: 98 minutes	Appointment Saturday, July 7, 2018 Start Time: 01:15 PM CST Location Canway Education - Beijing China Beijing Beijing 22/F C Block, Weiboshidai Center No. 17 Zhongguancun South St, Haidian District, 100089

考生确认相关信息后，选择提交预约，预约手续完成



Previous Cancel Order [Submit Order](#)

Step 5: 预约成功后，考生会收到 Pearson Vue 发送的英文版确认邮件，请考生仔细核对信息及时间



****PLEASE DO NOT RESPOND TO THIS E-MAIL****

This email contains important information about the examination you booked, the location and the rules. Please check that the information is correct. If any of the booking details are incorrect, or if you have any questions about your examination booking, please contact Pearson VUE immediately using the details provided [here](#).

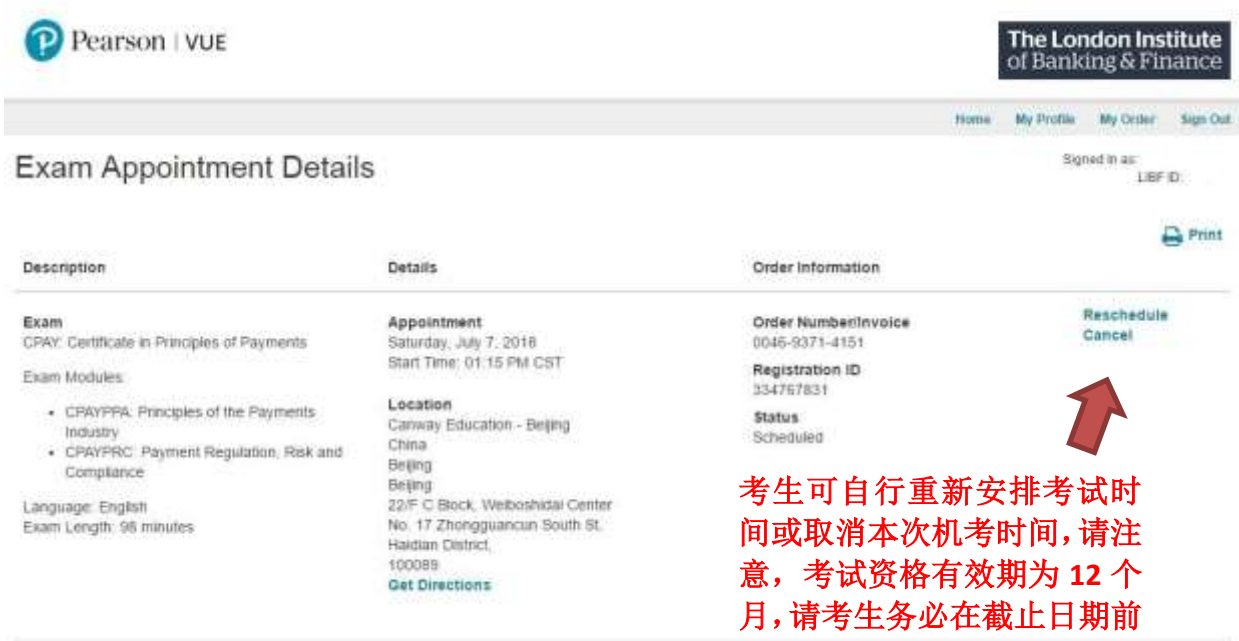
If you have any questions concerning the content of this examination, the examination results or the qualification please contact The London Institute of Banking & Finance on +44 (0) 1227 818609

Appointment Details

Order Number: 0046-9371-4151

Exam:	CPAY - Certificate in Principles of Payments - English (ENU) Modules: CPAYPPA - Principles of the Payments Industry CPAYPRC - Payment Regulation, Risk and Compliance
Candidate: LIBF number: Registration ID:	
Date: Time: Appointment Length, (Includes 15 minutes for pre-exam tutorial)	07 July 2018 01:15 PM (Time shown is test centre local time.) 98 Minutes

Step 6: 考生如需取消预或改期，需登录 Pearson Vue 选择 Reschedule 或 Cancel 即可。请注意，考生考试资格有效期为 12 个月，请务必于截止日期前安排考试。



考生可自行重新安排考试时间或取消本次机考时间，请注意，考试资格有效期为 12 个月，请考生务必在截止日期前完成考试。

五. 成绩篇

1. 考试之后多久会出成绩呢？

CDCS/CITF/CSDG 考试之后机读卡会寄回英国阅卷，考试之后四至六周左右成绩公布成绩。
CertPay/CTFC 考试，机考完成之后即可知道成绩。

2. 怎样才能查到取得的 CDCS 证书是否有效呢？

考生可登陆 <http://cdcs.libf.ac.uk/cdcs-registry>，按要求输入相关信息查询 CDCS 证书的有效性。

3. 通过证书是否需要延展？

CDCS, CSDG, CTFC 证书需要每三年进行延展，方可保持证书的有效性。