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3. Certification as a Chartered Financial Consultant (ChFC) granted by The American College;
  4. Designation of Certified Financial Planner (CFP) by the Certified Financial Planner Board of Standards;
  5. Designation of Personal Financial Specialist (PFS) granted by the American Institute of Certified Public Accountants.
- H. The annual license fee required by section 11-51-404, C.R.S. for an investment adviser representative shall be filed with IARD.
- I. Regardless of subsection (A) of this provision, an investment adviser representative applicant, who also has an unpaid FINRA arbitration award against them, pursuant to section 11-51-403, C.R.S. must submit a written explanation stating the reason(s) for not paying the award. In addition, the applicant must provide the following:
1. Where the complaint was filed, who filed the complaint, and the facts and circumstances surrounding the complaint;
  2. Type of controversy and type of security involved;
  3. The final order from arbitration;
  4. Any other information reasonably related to the proceeding.

**51-4.4.1(IA) Investment Adviser Representative Continuing Education**

- A. IAR Continuing Education. Every investment adviser representative registered under 11-51-401(1.5), C.R.S. must complete the following IAR continuing education requirements each Reporting Period:
1. IAR Ethics and Professional Responsibility Requirement. An investment adviser representative must complete six (6) Credits of IAR Regulatory and Ethics Content offered by an Authorized Provider, with at least three (3) hours covering the topic of ethics; and
  2. IAR Products and Practice Requirement. An investment adviser representative must complete six (6) Credits of IAR Products and Practice Content offered by an Authorized Provider.
- B. Agent of FINRA-Registered Broker-Dealer Compliance. An investment adviser representative who is also registered as an agent of a FINRA member broker-dealer and who complies with FINRA's continuing education requirements is considered to be in compliance with this Rule subsection (A)(2) above for each applicable Reporting Period so long as FINRA continuing education content meets all of the following baseline criteria as determined by NASAA:
1. The continuing education content focuses on compliance, regulatory, ethical, and sales practices standards.
  2. The continuing education content is derived from state and federal investment advisory statutes, rules and regulations, securities industry rules and regulations, and accepted standards and practices in the financial services industry.
  3. The continuing education content requires that its participants demonstrate proficiency in the subject matter of the educational materials.
- C. Credentialing Organization Continuing Education Compliance. Credits of continuing education
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- completed by an investment adviser representative who was awarded and currently holds a credential that qualifies for an examination waiver under Rule 51-4.4(IA)(G) comply with this Rule subsections (A)(1) and (2) above provided all of the following are true:
1. The investment adviser representative completes the credits of continuing education as a condition of maintaining the credential for the relevant Reporting Period.
  2. The credits of continuing education completed during the relevant Reporting Period by the investment adviser representative are mandatory to maintain the credential.
  3. The continuing education content provided by the credentialing organization during the relevant Reporting Period is Approved IAR Continuing Education Content.
- D. IAR Continuing Education Reporting. Every investment adviser representative is responsible for ensuring that the Authorized Provider reports the investment adviser representative's completion of the applicable IAR continuing education requirements.
- E. No Carry-Forward. An investment adviser representative who completes credits of continuing education in excess of the amount required for the Reporting Period may not carry forward excess credits to a subsequent Reporting Period.
- F. Failure to Complete or Report. An investment adviser representative who fails to comply with this rule by the end of a Reporting Period will renew as "CE Inactive" at the close of the calendar year in this state until the investment adviser representative completes and reports all required IAR continuing education credits for all Reporting Periods as required by this rule. An investment adviser who is CE Inactive at the close of the next calendar year is not eligible for investment adviser representative licensing or renewal of an investment adviser representative license.
- G. Discretionary Waiver by the Commissioner. The Commissioner may, in the Commissioner's discretion, waive any requirements of this rule.
- H. Home State. An investment adviser representative registered or required to be registered in this state who is registered as an investment adviser representative in the individual's Home State is considered to be in compliance with this Rule provided that both of the following are true:
1. The investment adviser representative's Home State has continuing education requirements that are at least as stringent as this Rule.
  2. The investment adviser representative is in compliance with the Home State's investment adviser representative continuing education requirements.
- I. Unlicensed Periods. An investment adviser representative who was previously licensed under the Act and became unlicensed must complete IAR continuing education for all reporting periods that occurred between the time that the investment adviser representative became unlicensed and when the person became licensed again under the Act unless the investment adviser representative takes and passes the examination as required by Rule 51-4.4(IA) or receives an examination waiver in connection with the subsequent application for licensing.
- J. Definitions. As used in this rule, the following terms mean:
1. "Approved IAR Continuing Education Content" means the materials, written, oral, or otherwise that have been approved by NASAA or its designee and which make up the educational program provided to an investment adviser representative under this rule.
  2. "Authorized Provider" means a person that NASAA or its designee has authorized to provide continuing education content required by this Rule.
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3. "Credit" means a unit that has been designated by NASAA or its designee as at least 50 minutes of educational instruction.
4. "Home State" means the state in which the investment adviser representative has its principal office and place of business.
5. "IAR Ethics and Professional Responsibility Content" means Approved IAR Continuing Education Content that addresses an investment adviser representative's ethical and regulatory obligation.
6. "IAR Products and Practice Content" means Approved IAR Continuing Education Content that addresses an investment adviser representative's continuing skills and knowledge regarding financial products, investment features, and practices in the investment advisory industry.
7. "Investment adviser representative" or "IAR" means an individual who meets the definition of "investment adviser representative" under 11-51-201(9.6)(a) and (b), C.R.S.
8. "NASAA" means the North American Securities Administrators Association or a committee designated by its Board of Directors.
9. "Reporting Period" means one twelve-month (12) period as determined by NASAA. An investment adviser representative's initial Reporting Period with this state commences the first day of the first full Reporting Period after the individual is licensed or required to be licensed with this state.

**51-4.5(IA) Withdrawal of an Investment Adviser or Investment Adviser Representative License**

- A. An application for withdrawal from licensing as an investment adviser in Colorado and any amendment to such application shall be completed by following the instructions on Form ADV-W (Notice of Withdrawal from Registration as Investment Adviser) and filed upon Form ADV-W with IARD.
- B. An application for withdrawal from licensing as an investment adviser representative for an investment adviser or federal covered adviser in Colorado and any amendment to such application shall be completed by following the instructions on Form U-5 (Uniform Termination Notice for Securities Industry Registration) and filed upon Form U-5 with IARD.
- C. The Securities Commissioner may deem an application for licensing as an investment adviser or investment adviser representative to be abandoned when an applicant fails to adequately respond to any request for additional information required under § 11-51-403, C.R.S. or the regulations thereunder. The Commissioner shall provide written notice of warning 30 calendar days before such the application is deemed abandoned. The applicant may, with the consent of the Commissioner, withdraw the application.

**51-4.6(IA) Books and Records Requirements for Licensed Investment Advisers**

- A. Except as otherwise provided in section I for out-of-state investment advisers investment advisers, every investment adviser licensed or required to be licensed under the Act shall make and keep true, accurate and current the following books, ledgers and records:
  1. A journal or journals, including cash receipts and disbursements records, and any other records of original entry forming the basis of entries in any ledger;
  2. General and auxiliary ledgers (or other comparable records) reflecting asset, liability, reserve, capital, income and expense accounts;