

Instructions for Completing Your Answer Sheet

On exam day, it is your responsibility to complete your answer sheet correctly to ensure all information is accurately recorded during grading and your results are correctly reported back to you.

When completing your answer sheet:

- Use a #2 or HB pencil only. Using ink or other pencil types may affect how the scanning machine reads and records your information.
- Select the best answer for each question and correctly fill in only one oval on the answer sheet that corresponds to your answer.
- Do not make any stray marks on the answer sheet (front or back) as this may affect how the scanning machine reads and records your information.
- Fill in the ovals completely with heavy black marks. Any other mark may not be read and recorded by the scanning machine.



- Clearly erase any answers you wish to change. Poor erasures may affect how the scanning machine reads and records your information.

Personal Information

When instructed, write your last name and first name in the appropriate spaces marked **LAST NAME (SURNAME)** and **FIRST (GIVEN) NAME**.

| LAST NAME (SURNAME) | | | | | | | | | | | | | | | FIRST (GIVEN) NAME | | | | | | | | | | | | | | |
|---------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|--------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|--|
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | |
| B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | B | |
| C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | C | |
| D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | D | |
| E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | E | |
| F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | F | |
| G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | G | |
| H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | H | |
| I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | I | |
| J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | J | |
| K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | K | |
| L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | L | |
| M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | M | |
| N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | N | |
| O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | O | |
| P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | |
| Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | |
| R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | |
| S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | S | |
| T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | T | |
| U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | U | |
| V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | V | |
| W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | W | |
| X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | |
| Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | |
| Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | Z | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Begin in the left-hand column and write only one letter in each space. Spaces not needed may be left blank. Next, darken the corresponding oval below for each letter.

When instructed, write your candidate number in the appropriate spaces marked **CANDIDATE NUMBER**.

| CANDIDATE NUMBER | | | |
|------------------|---|---|---|
| | | | |
| 0 | 0 | 0 | 0 |
| 1 | 1 | 1 | 1 |
| 2 | 2 | 2 | 2 |
| 3 | 3 | 3 | 3 |
| 4 | 4 | 4 | 4 |
| 5 | 5 | 5 | 5 |
| 6 | 6 | 6 | 6 |
| 7 | 7 | 7 | 7 |
| 8 | 8 | 8 | 8 |
| 9 | 9 | 9 | 9 |

Your candidate number is listed on your admission ticket. Begin in the left-hand column and write only one number in each space. Spaces not needed may be left blank. Then darken the corresponding oval below for each number.

Form Number and Seat Number

Next, compare the form number on the front cover of your exam book to the form number already completed on your answer sheet in the section marked **FORM NUMBER**.

| FORM NUMBER | | | |
|-------------|---|---|---|
| 0 | 0 | 0 | 0 |
| ● | ● | ● | ● |
| 1 | 1 | 1 | 1 |
| 2 | 2 | 2 | 2 |
| 3 | 3 | 3 | 3 |
| 4 | 4 | 4 | 4 |
| 5 | 5 | 5 | 5 |
| 6 | 6 | 6 | 6 |
| 7 | 7 | 7 | 7 |
| 8 | 8 | 8 | 8 |
| 9 | 9 | 9 | 9 |

Verify both form numbers match. If the numbers do not match, tell a proctor immediately.

Above the candidate number and form number information, locate an area labeled **SEAT NUMBER**. In the space provided, write your seat number. Your seat number is listed on your ticket.

SEAT NUMBER: _____

Candidate Pledge

Your **CANDIDATE PLEDGE** is located at the bottom of your answer sheet for the morning session only. After reading the pledge, you must write your **TEST CENTER CODE**, **SIGN**, and fill in the current **DATE**. Your test center code is listed on your admission ticket.

| CANDIDATE PLEDGE | | |
|--|------------------|-------------|
| Read and sign this pledge when instructed to do so. Your exam results will not be released unless the pledge is signed. | | |
| As a candidate in the CFA Program, I am obligated to follow Standard VII(A) of the CFA Institute Standards of Professional Conduct, which states that Members and Candidates must not engage in any conduct that compromises the reputation or integrity of CFA Institute or the CFA designation or the integrity, validity or security of the CFA exam. | | |
| <ul style="list-style-type: none">• Prior to this exam, I have not given or received information regarding the content of this exam. During this exam, I will not give or receive any information regarding the content of this exam.• After this exam, I will not disclose ANY portion of this exam and I will not remove ANY exam materials from the testing room in original or copied form. I understand that all exam materials, including my answers, are the property of CFA Institute and will not be returned to me in any form.• I will follow ALL rules of the CFA Program as stated on the CFA Institute website and the back cover of the exam book. My violation of any rules of the CFA Program will result in CFA Institute voiding my exam results and may lead to suspension or termination of my candidacy in the CFA Program. | | |
| TEST CENTER CODE: _____ | SIGNATURE: _____ | DATE: _____ |

PLEASE NOTE: YOUR EXAM RESULTS WILL NOT BE RELEASED UNLESS THE PLEDGE IS SIGNED.