

Examination Disciplinary Procedures

The goal of Retirement Plan Academy (RPA) disciplinary actions is to maintain fairness and equality in credential exams. To achieve these important goals, RPA will take fair, consistent, and proportionate actions that are effective in holding candidates accountable for violations of exam standards.

When determining the appropriate action in exam-related matters, RPA administrators will consider:

- Integrity and value of NAPA membership and professional designations
- Deterrence from committing similar violations in the future
- Promotion and enforcement of high ethical standards in the retirement industry
- Unique facts, circumstances, and evidence in each matter
- Well-reasoned and proportional disciplinary procedures

The following are possible disciplinary actions for violations of exam standards:

1. Invalidated exam result
2. Temporary suspension from exams
3. Permanent ban from exams
4. Loss of credential (if held)

Exam results may be invalidated when a candidate violates one or more standards of conduct during an exam.

A temporary suspension from exams is considered when a candidate violates standards of conduct during an exam and does not immediately report it or makes efforts to conceal the violation.

A permanent ban from exams is considered when a candidate deliberately and with intent to deceive the proctor violates one or more standards of conduct during an exam.

Loss of credential is considered for any credentialed member who violates one or more standards of conduct during an exam.