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The CFA's **CFE Credit Reference Guide** is intended as a reference only and is subject to change without notice. This guide can assist candidates to find courses to successfully achieve their 3500 CFE credit requirement within three (3) years of enrollment. Once completed, candidates must maintain their designation by recertifying every three (3) years. (Last updated August 25, 2022.)

## MANDATORY

- Fran-Guard ([online](#) or live): 300 Education credits
- Final Exam: 300 Education credits – for more information please click [here](#).

## Experience Credits (Max 500)

- 100 credits for every year of working experience within the franchise industry

## Participation Credits (Max 500)

- CFA Membership: 100 credits (Earn a maximum of 300 credits within three years. The remaining credits must be earned by attendance at live/online events or committee volunteering)
- CFA Committee: 100 credits
- CFA Committee Meetings: 50 credits for each meeting attended
- CFA National Convention: 100 credits
- Learn & Grow webinars: 50 credits each webinar
- Franchise Your Business: 50 credits

## Education Credits (Max 2500)

To register for CFA courses please [click here](#) .

- Franchise Your Business (online or live): 250 credits
- CFA National Convention: 300 credits
- Smart Growth Webinar and Workshop: by Franchise Growth Lab: 300 credits
- Franchise Tutorials: 300 credits
- CFA Law Day: TBA
- Growth & Exit: TBA

## Credits you can earn outside of the CFA

- [IFA Conferences and seminars](#)
- Online CFE courses:
  - [Franchise Advisory Centre](#)
  - [Franchise University at Tortal.net](#)
  - [BeaconLive video-on-demand](#)
  - [Profit Soup Online](#)
  - [University of Louisville Franchise Management Certificate](#): 250 credits per course; up to 1500 credits
  - [Georgetown Franchise Management Certificate Program](#): 675 credits per module; up to 1350 credits

For more information visit the [CFA website](#).

For questions, please email [cfe@cfa.ca](mailto:cfe@cfa.ca) or Pauline Flores ([pflores@cfa.ca](mailto:pflores@cfa.ca))