

**COMPLIANCE INSTITUTE, NIGERIA
FRAMEWORK FOR GRANTING EXAM
EXEMPTIONS TO DESIGNATED
COMPLIANCE PROFESSIONALS (DCP) AND
ASSOCIATE COMPLIANCE INSTITUTE,
NIGERIA (ACIN)**

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This document is owned by the undersigned who will be responsible for ensuring that the policy is reviewed in line with the requirements of policy approvals, broadcast, and administration framework.

Name	Role	Date	Version
Registrar	CEO Compliance Institute, Nigeria		1.0

Document History

Prepared By	Date	Version	Comment
Obinna Okafor	10-11-2025	1.0	In line with global best practices for professional bodies, this proposal offers a structured path for granting exemptions based on relevant experience and qualifications. It ensures that certified members are of high professional standing while allowing for flexibility in recognizing prior learning and professional expertise.

Document Information

<i>Document Review / Approval</i>				
	Name	Designation	Signature	Date
<i>Prepared By</i>	Obinna Okafor	Chair PEEC	O.B	10-11-2025
<i>Concurrence</i>	Oluyemisi Olukoya	Chairman, Membership	O.O	30-11-2025
<i>Concurrence</i>	Pattison Boleigha	President	P.B	30-11-2025
<i>Approval</i>	EXCO			01-12-2025

1.0 Preamble

The Compliance Institute, Nigeria (CIN) has received numerous requests from prospective members seeking certification as Designated Compliance Professionals (DCP) and Associates of the Compliance Institute of Nigeria (ACIN). Many of these applicants seek waivers and exemptions from the Institute's standard examination requirements due to their extensive qualifications and experience.

This proposal aims to address these requests by proposing criteria for exemptions based on global best practices in professional certification. Many institutes around the world, such as the Institute of Chartered Accountants of Nigeria (ICAN), the Chartered Institute of Bankers of Nigeria (CIBN), the International Compliance Association (ICA), and the Association of Certified Anti-Money Laundering Specialists (ACAMS), offer exemptions through grandfathering arrangements. This proposal outlines similar pathways for the CIN to recognize the professional experience and prior learning of qualified applicants.

This proposal seeks the consideration and approval of the Board and Executive Committee (Exco) to implement the outlined criteria for granting exemptions, in line with globally accepted practices.

2.0 Designated Compliance Professionals (DCP)

2.1 Proposed Exemption Criteria:

Applicants may be exempted from taking the DCP examination upon meeting the following conditions:

1. Minimum Professional Experience:

The candidate must have at least five (5) years of cognate experience in the field of compliance, gained within any sector where compliance is practiced, and must currently hold a compliance role within their organization.

2. Academic Qualification:

The candidate must hold a minimum academic qualification of a Bachelor's degree from an accredited university.

3. Compliance-Related Certification:

The candidate must hold at least one recognized compliance-related certification obtained within the last five (5) years from an accredited professional body. Relevant certifications may include, but are not limited to:

- Certified Anti-Money Laundering Specialist (CAMS)
- Certified Fraud Examiner (CFE)
- ICA Advanced Certificate or Diploma (ICA)

Other globally recognized certifications in financial crime compliance, ethics, regulatory compliance, data protection, and risk management from reputable institutions will also be considered as approved by the Council from time to time.

4. Additional Professional Qualifications:

The candidate must possess at least one recognized professional certification from an accredited and regulated professional body in Nigeria or internationally requiring adherence to ethical and professional standards.

Certifications from recognized institutions and reputable chartered bodies with regulatory oversight will be an added advantage.

2.2 Proposed Fees:

The proposed fee for obtaining the DCP certification without the examination is set at **N220,000**, which includes the following components:

Fee Description	Amount (Naira)
Registration Fee	5,000
Pre-Induction Training (Orientation)	160,000
Induction Fee	50,000
Annual Subscription	10,000
Total	225,000

These fees will be reviewed by the Board and executive council from time to time.

3.0 Associate Compliance Institute, Nigeria (ACIN)

3.1 Proposed Exemption Criteria:

Applicants may be exempted from writing the ACIN examination upon meeting the following conditions:

1. Minimum Professional Experience:

The candidate must have at least seven (7) years of cognate experience in the field of compliance, gained within any sector where compliance is practiced, and must currently hold a senior compliance role within their organization.

2. Academic Qualification:

The candidate must hold a minimum academic qualification of a First's degree from an accredited university.

3. Compliance-Related Certification:

The candidate must possess a compliance-related qualifications, obtained more than five (5) years ago: For example:

- Certified Anti-Money Laundering Specialist (CAMS)
- Certified Fraud Examiner (CFE)
- ICA Advanced Certificate or Diploma (ICA)

4. Additional Professional Qualifications:

The candidate must hold a recognized professional certification from accredited chartered bodies in Nigeria or internationally. Relevant certifications may include those in banking, accounting, auditing, risk management, taxation, law, compliance, information security, and financial services.

Certifications from esteemed institutions such as the Compliance Institute, Nigeria (DCP Certification), Chartered Institute of Bankers of Nigeria (CIBN), Institute of Chartered Accountants of Nigeria (ICAN), Information Systems Audit and Control Association (ISACA), Institute of Internal Auditors (IIA), and other recognized certification bodies from financial services, Oil and Gas, energy, mining, manufacturing, telecoms will be considered.

Additionally, certifications from any reputable chartered professional body in fields such as law, taxation, finance, governance, cybersecurity, actuarial science, and other regulated professions will be an added advantage.

3.2 Proposed Fees:

The proposed fee for obtaining the ACIN certification without the examination is set at N300,000, which includes the following components:

Fee Description	Amount (Naira)
Registration Fee	10,000
Pre-Induction Training (Orientation)	200,000
Induction Fee	70,000
Annual Subscription	20,000

Fee Description	Amount (Naira)
Total	300,000

These fees will be reviewed by the Board and executive council from time to time.

4.0 Other Compulsory Criteria

1. Letter of Attestation:

Each applicant must provide a letter of attestation from their current employer and a Fellow of the Institute (CIN), affirming their compliance role and experience.

2. Pre-Induction Training:

Each applicant must participate in a compulsory two-day (virtual/Hybrid/Physical) pre-induction programme covering broad compliance topics. This programme will ensure the applicant receives similar exposure to the content covered by candidates writing the DCP and ACIN examinations.

3. Recommendation by a Fellow of the Institute:

An applicant for any of the above exemptions must be recommended by a Fellow of the Institute as double confirmation from what the employer must have written as well as attest to the person of the proposed candidate. The Fellow must be on current financial and certification standing in the institute. (Dues and MCPE points)

Exemption Policy Clause

Prospective candidates shall be eligible to obtain exemption in respect of only one stage of the Compliance Institute, Nigeria (CIN) certification examinations. Exemptions shall not, as a matter of policy, be granted for more than one certification stage.

5.0 Conclusion

In line with global best practices for professional bodies, this proposal offers a structured path for granting exemptions based on relevant experience and qualifications. It ensures that certified members are of high professional standing while allowing for flexibility in recognizing prior learning and professional expertise.

This proposal is submitted for the consideration and approval of the Board and Exco.

These exemptions will be available only for a Period of two years from January 1st, 2026, to Decemb, 2028st 2028. From January 2029, the Institute will

commence its LBS/John Hopewell Executive program for the award of ACIN to senior executives.

Submitted by:

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