

# Administration of the MQE

## **POLICY**

The Membership Qualification Examination (MQE) is normally held in September of each year. The decision as to the timing of the examination and examination fees, are determined by the Board of Directors. The Board of Examiners sets the MQE and is responsible for the process of its marking.

An applicant can write the MQE a maximum of three times. If a candidate fails the MQE three times, he/she must retake the four mandatory courses (listed below). Upon successful completion of the four mandatory courses, the candidate may write the MQE an additional three times.

Mandatory courses:

1. Level I – Introductory Business Valuation
2. Level II – Intermediate Business Valuation
3. Level III – Advanced Business Valuation
4. Level IV – Special Topics in Business Valuation

Board of Directors  
November 30, 2017