



How to: Accessing and Downloading Your Earned CPE Credit Certificates

With FEI's recent system upgrade, managing and accessing your CPE credits have become more streamlined and efficient.

Below is a quick reference guide to help you log in, locate, and download your earned CPE certificates for events, webinars, and other programs delivered through FEI's National Association of State Boards of Accountancy (NASBA) sponsor registry #103064. **These updates ensure that your documentation is readily available whenever you need it.**

1

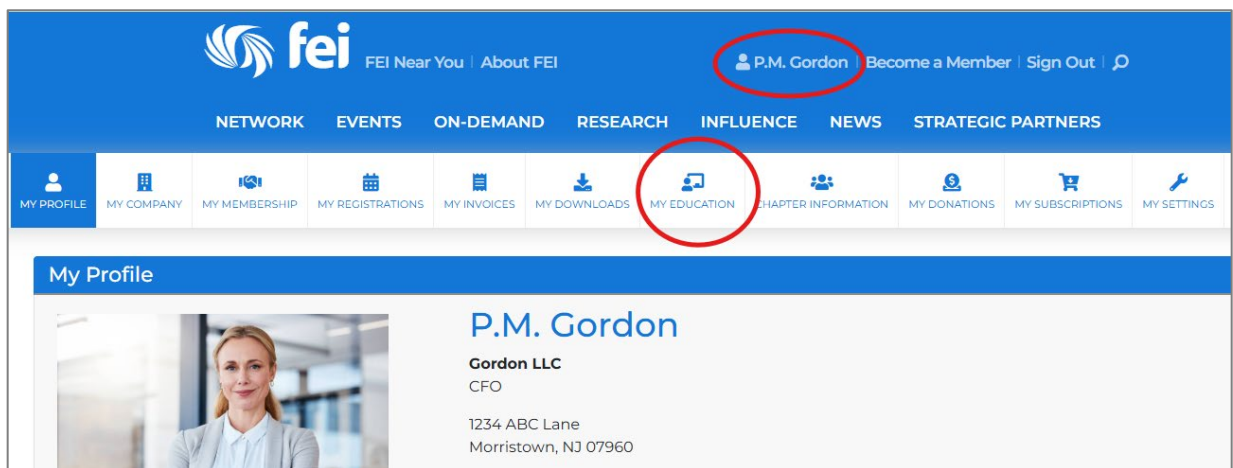
my.financialexecutives.org

Click the link above or copy/paste it into your browser to access your **FEI account**.

- *If this is your first time accessing your My FEI account page since the system upgrade, please reset your password. If you encounter any issues, please refer to the [Password Reset Assistance Page](#) or contact our Membership Team via [email](#).*

2

Once logged in, you'll land on your **MY PROFILE** page. From here, you can **access your CPE Credit Certificates under MY EDUCATION**.



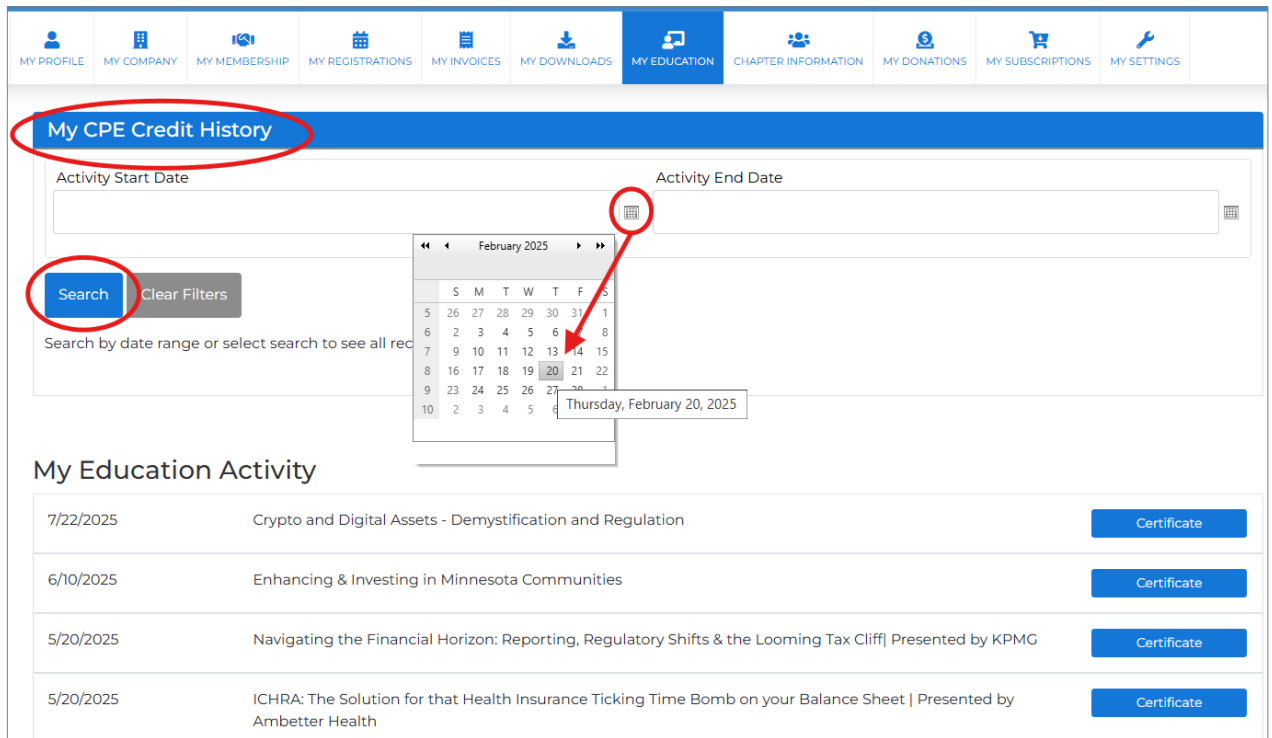
- *MY PROFILE also allows you to view your current membership status, download receipts for any products or services purchased through your account, and securely save an encrypted credit card for future payments.*

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All CPE credits you've earned will be available in this tab for review and download. You can easily search by activity date (event completion date) or browse a list of all your education activities.

- If your credits are not available, please contact our CPE Support Team by [email](#).



My CPE Credit History

Activity Start Date: Activity End Date:

Search

Search by date range or select search to see all records

My Education Activity

7/22/2025	Crypto and Digital Assets - Demystification and Regulation	Certificate
6/10/2025	Enhancing & Investing in Minnesota Communities	Certificate
5/20/2025	Navigating the Financial Horizon: Reporting, Regulatory Shifts & the Looming Tax Cliff Presented by KPMG	Certificate
5/20/2025	ICHRA: The Solution for that Health Insurance Ticking Time Bomb on your Balance Sheet Presented by Ambetter Health	Certificate

IMPORTANT NOTE: FEI Events / CPE Credits

Held and Completed **Before July 1, 2025**

- Under previous NASBA guidelines, completing an event assessment (survey) was required for CPE credit release.
 - **If you completed an event assessment(s)** before July 1, your earned CPE credits have been automatically transferred to your **MY EDUCATION** profile.
 - **If you did not complete an event assessment(s)** for an event where you are seeking CPE credits, those credits were not transferred to your **MY EDUCATION** profile. They are still available, but you'll need to contact FEI's CPE Support Team at cpe@financialexecutives.org.

Please include the information below with your request to ensure a timely response:

Full Name

FEI Account ID# (if known)

Email Address

Event Type (Chapter / Webinar / Conference)

Event Name

Event Date (Start Date, if held on multiple days)

Held and Completed Events **After July 7, 2025**

- In accordance with NASBA updated guidelines, an event assessment (survey) **is no longer required** to meet CPE credit release requirements. Your CPE credits will automatically appear in your **MY EDUCATION** profile as soon as they're available (reviewed and processed by FEI CPE Administrator) - no additional action required.