

# UNIFORM COMBINED STATE LAW EXAMINATION (SERIES 66) OVERVIEW

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## **Table of Contents**

$1  \mathbf{B}$	ACKGROUND INFORMATION	3
1.1	Series 66 Examination Structure and Procedures	4
1.2	About NASAA and NASAA Model Acts, Model Rules and Statements of Policy	6
2 SE	ERIES 66 TEST SPECIFICATIONS	6
2.1	Economic Factor and Business Information	7
2.2	Investment Vehicle Characteristics	8
2.3	Client/Customer Investment Recommendations and Strategies	10
2.4	Laws, Regulations and Guidelines Including Prohibition on Unethical Business	
Prac	tices	11

#### 1 BACKGROUND INFORMATION

The Uniform Combined State Law Examination, commonly called the "Series 66" examination, has been developed by the North American Securities Administrators Association, Inc. ("NASAA") and NASAA's member organizations in cooperation with securities industry professionals to set standards of professional competency for dually-registered broker-dealer agents and investment adviser representatives under state laws. Passage of the Series 66 examination is normally a corequisite with passage of the Series 7 examination issued by the Financial Industry Regulatory Authority ("FINRA") before a state will issue an individual with dual licensures as a broker-dealer agent and investment adviser representative.

The Series 66 examination evaluates an applicant's knowledge of finance and investing principles as well as securities law principles under federal and state law. These various principles have been identified by the examination developers as appropriate metrics for successful professional service as an investment adviser representative. Broadly speaking, the questions in the Series 66 examination draw from the following sources:

### Finance and Investing<sup>1</sup>

#### Federal Law<sup>2</sup>

- Investment Advisers Act of 1940 ("IAA")
- Securities Exchange Act of 1934 ("SEA")
- Securities Act of 1933 ("SA")
- Securities and Exchange Commission ("SEC") rules and regulations
- FINRA rules

#### State Law

• Uniform Securities Act of 1956, as amended by NASAA ("USA")<sup>3</sup>

<sup>&</sup>lt;sup>1</sup> The finance and investing questions draw upon commonly accepted principles in these fields. NASAA does not endorse any particular finance or investment resource (such as any particular textbook or set of textbooks). However, we believe the principles tested in these areas are widely taught and thus should be understood by anyone seeking registration as an investment adviser representative.

<sup>&</sup>lt;sup>2</sup> All federal law materials testable in the Series 66 examination are publicly available through various governmental and non-governmental websites.

<sup>&</sup>lt;sup>3</sup> A copy of this model act is available on NASAA's website at: <a href="https://www.nasaa.org/wp-content/uploads/2021/10/1956-Uniform-Securities-Act-with-NASAA-Updates-and-Commentary.pdf">https://www.nasaa.org/wp-content/uploads/2021/10/1956-Uniform-Securities-Act-with-NASAA-Updates-and-Commentary.pdf</a>. The Uniform Securities Act of 1956 was developed by the Uniform Law Commission. Since its original publication, NASAA has added its own amendments and commentary to the 1956 Act. This version of the act – with NASAA's amendments and commentary – is the version eligible for testing in the Series 66 examination. (The Uniform Law Commission subsequently developed a second model state securities statute, the Uniform Securities Act of 2002. However, the Series 66 does not test this version.)

- NASAA Model Rules, Statements of Policy, and Model Acts<sup>4</sup>
- Uniform Prudent Investor Act<sup>5</sup>

Applicants for the Series 66 are not expected to know the entirety of information contained within these various sources. Rather, the Series 66 examination evaluates a test taker's knowledge of four general subject matters (and numerous components within each subject matter) relevant to the work of broker-dealer agents and investment adviser representatives. The test specifications for the Series 66 examination – i.e., the four general subject matters and the components tested therein, including their weightings within the examination – are contained in Part 2 below. Part 2 also identifies specific federal and state legal precedents eligible for testing.

#### 1.1 Series 66 Examination Structure and Procedures

The Series 66 examination consists of 110 multiple-choice questions. Of these questions, 100 will count towards an applicant's final score while the remaining 10 are included for pretesting purposes (to validate and weight the questions for future scoring in NASAA examinations). Applicants will not know which of the 100 questions in each examination will be scored and which questions are included for pre-testing. Applicants are allowed 150 minutes to complete the examination.

The Series 66 is a criterion based minimum competency examination, meaning NASAA, through one of its committees and with assistance of independent subject matter experts, is responsible for drafting and approving test questions and weighting the composite examination. To pass the examination, a candidate must correctly answer at least 73 of the 100 scored questions. Candidates who achieve this mark are considered to have met the minimum level of professional competency necessary to serve as dually-registered broker-dealer agents and investment adviser representatives.

Series 66 examinations are individually assembled by a test development algorithm from a pool of eligible questions. Two individuals taking the Series 66 examination at the same time therefore will have different sets of test questions. The test development algorithm uses difficulty parameters and content parameters associated with the test questions to create each Series 66 examination. The use of these parameters ensures that all Series 66 examinations will be consistent with one another from a content and difficulty perspective, notwithstanding that the specific questions will vary.

All examination questions are copyright material of NASAA. NASAA expressly prohibits the unauthorized use of the examination and examination questions. **Accordingly**, **no** 

<sup>&</sup>lt;sup>4</sup> All of these NASAA resources are publicly available through NASAA's website, <u>www.nasaa.org</u>.

<sup>&</sup>lt;sup>5</sup> The Uniform Prudent Investor Act is publicly available at <a href="https://www.uniformlaws.org/viewdocument/final-act-108?">https://www.uniformlaws.org/viewdocument/final-act-108?</a>CommunityKey=58f87d0a-3617-4635-a2af-9a4d02d119c9&tab=librarydocuments.

one may use, copy, reproduce or republish an examination or any examination questions without prior written consent from NASAA. NASAA reserves the right to take appropriate action against any person who compromises or attempts to compromise the examination, either in whole or in part, including referring such persons to state securities regulators and law enforcement officials.

The Series 66 examination is conducted as a closed book test. Although not necessary, scratch paper may be used by a candidate and will be provided by a testing proctor upon request. (Scratch paper must be returned to the proctor after the test.) After completing the examination, applicants will be notified whether they pass or fail the examination. Furthermore, any applicant who fails the examination will be informed of their scores within each of the four sections of the examination (discussed below). No applicant will be told their score on specific questions, nor will the text of any questions be disclosed.

Series 66 examinations are administered to test takers by FINRA. To schedule a candidate for the examination, a candidate's employer should file an electronic Form U4 through the WebCRD system (though an individual not employed by or associated with a registered broker-dealer or investment adviser can schedule their own examination by visiting <a href="FINRA's Test Enrollment Services System">FINRA's Test Enrollment Services System</a>). Please visit FINRA's "Enroll for an Exam" webpage to learn more about registering to take the examination. Once a candidate is registered, FINRA will open a 120-day testing window within which the candidate must schedule and take their examination.

If an individual takes the Series 66 examination and does not pass, the following waiting periods shall apply before the individual can retest:

- (1) a minimum of 30 days after failing the first examination before the second taking of the examination can be scheduled;
- (2) a minimum of 30 days after failing the examination for the second time before the third taking of the examination can be scheduled; and
- (3) a minimum of 180 days after failing the examination for a third time before the fourth taking of the examination (and each subsequent taking) can be scheduled.

Although successful completion of the examination may satisfy a portion of the requirements for dual registration in a particular state, **passing the Series 66 examination does not in and of itself confer the right to transact securities business in any state**. Test takers

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<sup>&</sup>lt;sup>6</sup> Publicly available at <a href="https://www.finra.org/registration-exams-ce/qualification-exams/enroll">https://www.finra.org/registration-exams-ce/qualification-exams/enroll</a>.

should refer to the specific licensing and registration requirements of each state in which they seek to conduct business before endeavoring to do so to ensure they do not engage in unlawful unregistered broker-dealer or investment adviser activity.

#### 1.2 About NASAA and NASAA Model Acts, Model Rules and Statements of Policy

The Series 66 examination was developed by and through NASAA, and all examination questions are NASAA copyrighted property. NASAA is a non-profit association of state, provincial and territorial securities regulators in the United States, Canada and Mexico. NASAA's U.S. members consist of the securities regulators in all fifty states, the District of Columbia, Guam, Puerto Rico and the U.S. Virgin Islands. NASAA's members have worked to protect investors and regulate state securities markets for over 100 years.

One of NASAA's missions is to develop model regulatory policies for potential adoption by NASAA members or state legislatures. These documents, which NASAA terms model acts, model rules or statements of policy,<sup>7</sup> are intended for use by states to regulate particular issues of state securities law. NASAA has a process by which it develops and adopts models and statements (including providing opportunities for public comment). After NASAA adopts a model act, model rule or statement of policy, each jurisdiction will decide for itself whether (and how) to adopt the regulatory policy as its own.

NASAA's model acts, model rules and statements of policy thus do not have legal force or effect standing on their own. They are given legal force or effect through their adoption by particular jurisdictions. All of NASAA's model acts, model rules and statements of policy are publicly available on NASAA's website, <a href="www.nasaa.org">www.nasaa.org</a>, though not all of them are testable in the Series 66 examination. The subject matters tested in the Series 66 and their respective weightings are outlined immediately below. Part 2 also includes a list of the legal precedents eligible for testing in the examination.

#### 2 SERIES 66 TEST SPECIFICATIONS

The Series 66 examination tests four general subject matters related to the professional responsibilities of broker-dealer agents and investment adviser representatives. These subject matters are listed in the following table, along with their respective weightings within the examination.

Page 6

<sup>&</sup>lt;sup>7</sup> There is no material distinction for non-NASAA members between a NASAA *model act*, a NASAA *model rule* and a NASAA *statement of policy*.

SUBJECT MATTER	WEIGHTING	NUMBER OF QUESTIONS
<b>Economic Factors and Business Information</b>	8%	8
Investment Vehicle Characteristics	17%	17
Client/Customer Investment Recommendations and Strategies	30%	30
Laws, Regulations, and Guidelines Including Prohibition on Unethical Business Practices	45%	45
TOTALS	100%	100*

<sup>\*</sup> As discussed previously, each Series 66 examination includes 110 questions of which 100 questions are scored. The 10 unscored questions can come from any one or more of the above subject matters.

The sections below outline the purposes and scope of questions tested within these four subject matters. In addition, within each subject matter, a breakdown is given of the particular types of information that will be tested as well as specific laws or rules eligible for testing (as applicable). Candidates are responsible for their own course of study to prepare for the examination. NASAA is not involved with, and does not endorse, any third-party examination preparation services.

Finally, candidates should note that examination questions may or may not reference the specific concept or legal rule being tested. For example, a question intended to test a candidate's knowledge of the NASAA Unethical Business Practices of Investment Advisers, Investment Adviser Representatives, and Federal Covered Advisers Model Rule may or may not actually name this model rule as part of the question. In addition, questions may refer generally to an area of law. A question that begins, "Under the Uniform Securities Act . . .", therefore might be testing the literal text of the Uniform Securities Act of 1956 (as amended by NASAA) or it might be testing a NASAA model rule promulgated thereunder. Similarly, a question that says "pursuant to the Securities Exchange Act of 1934" could be testing the text of this statute or an SEC rule promulgated thereunder. Candidates thus are expected to know the concepts and legal principles enumerated below without necessarily being prompted as to which concept or principle is being tested.

#### 2.1 Economic Factor and Business Information

Eight questions in every Series 66 examination (8%) will test general principles of analytical methods. These eight questions can cover the following subjects:

#### (1) Analytical Methods

- Time value of money concepts (*e.g.*, internal rate of return ("IRR"), net present value ("NPV"), future value ("FV"))
- O Descriptive statistics (e.g., mean, median, mode, range, standard deviation, Alpha, Beta, Sharpe ratios, correlation)
- Financial ratios and their uses (e.g., current ratio, quick ratio, debt-to-equity ratio)
- Valuation ratios (e.g., price-to-earnings ("P/E") ratio, price-to-book ratio)

#### 2.2 Investment Vehicle Characteristics

Seventeen questions in every Series 66 examination (17%) will test features or characteristics or various types of investment vehicles. These seventeen questions will cover the following twelve components:

- (1) Types and Characteristics of Cash and Cash Equivalents
  - Insured deposits (e.g., demand deposits, certificates of deposit)
  - o Money market instruments (e.g., commercial paper, Treasury bills)
- (2) Valuation Factors of Fixed Income Securities
  - Characteristics (*e.g.*, tax implications, market liquidity, liquidation preference, call features, coupon vs. zero coupon, duration, premium)
  - Fixed income valuation factors (*e.g.*, maturity, yield-to-call, yield-to-maturity, conversion valuation, bond ratings, credit spread, discounted cash flow)
- (3) Types of Equity Securities
  - o Common stock, domestic and foreign
  - o Preferred and convertible preferred stock
- (4) Valuation Factors of Equity Securities
  - Technical analysis
  - Fundamental analysis
  - o Dividend discount
  - o Discounted cash flow
- (5) Characteristics of Equity Securities
  - Shareholder rights (e.g., voting rights, antidilution, liquidation preferences)
  - o Restricted Stock and resale restrictions
  - o Dividends
  - o Employee stock options (e.g., incentive, nonqualified)
- (6) Equity Public Offering

- o Initial public offering (IPO
- Secondary offering
- o SPAC/blind pools/blank check
- (7) Types of Pooled Investments
  - Mutual funds (open-end vs. closed-end)
  - o Private funds (e.g., hedge funds, private equity funds, venture capital funds)
  - Unit investment trusts ("UITs")
  - Exchange-traded funds ("ETFs")
  - Real estate investment trusts ("REITs) (including exchange listed and non-traded REITs)
- (8) Characteristics of Pooled Investments
  - Share classes
  - Liquidity
  - Tax implications
  - Fee structures and other costs (*e.g.*, load vs. no-load funds, contingent deferred sales charges, Rule 12b-1 fees, breakpoints)
  - o Pricing (e.g., net asset value ("NAV"), discount/premium)
  - Benefits and risks
  - o Relative comparisons (e.g., benchmarks, manager tenure, securities indexes)
- (9) Futures and Options
  - o Definitions, uses, costs, benefits and risks
- (10) Characteristics, Risks, and Application of Alternative Investments
  - o Exchange traded notes ("ETNs")
  - Leveraged funds
  - Inverse funds
  - Structured products
- (11) Insurance Based Products
  - o Annuities (e.g., fixed, variable, equity indexed)
  - Life insurance (e.g., whole, term, universal, variable)
- (12) Other assets
  - o Commodities and precious metals
  - o Digital assets (e.g., definition, distinction, characteristics, risks)

### 2.3 Client/Customer Investment Recommendations and Strategies

Thirty questions in every Series 66 examination (30%) will test principles governing investment recommendations and investment strategies. These thirty questions will cover the following eleven components:

- (1) Type of Client/Customer
  - o Individual, natural person, sole proprietorship
  - Business entities (*e.g.*, general partnership, limited liability company, corporations (both C and S))
  - Trusts and estates
  - o Foundations and charities
- (2) Client/Customer Profile
  - o Financial goals and objectives
  - Current and future financial situation (e.g., cash flow, balance sheet, existing investments, tax situation, social security and pensions)
  - Risk tolerance
  - o Nonfinancial investment considerations (e.g., values, attitudes, experience, demographics, life events, behavioral finance)
  - Client data gathering (e.g., client identification, questionnaires, interviews)
  - Time horizon
- (3) Capital Market Theory
  - o Investment theories, models, and hypotheses (*e.g.*, capital asset pricing model, modern portfolio theory, efficient market hypothesis)
- (4) Portfolio Management Strategies, Styles and Techniques
  - Strategies (e.g., strategic asset allocation, tactical asset allocation)
  - Styles (e.g., active, passive, growth, value, income, capital appreciation)
  - Techniques (*e.g.*, diversification, sector rotation, dollar-cost averaging, puts, calls, leveraging, volatility management)
- (5) Tax Considerations
  - o Income tax fundamentals, individual (*e.g.*, capital gains, qualified dividends, tax basis, marginal tax bracket, alternative minimum tax, pension and retirement plan distributions, government benefit implications)
  - o Income tax fundamentals, corporations, trusts, and passthrough entities
  - Wealth transfer, Estate tax and gift tax fundamentals
- (6) Retirement Plans
  - o Individual retirement accounts (e.g., traditional, Roth)
  - o Solo 401(k) (e.g., traditional, Roth)
  - O Qualified retirement plans (e.g., 401(k) plans, 403(b) plans)

- Nonqualified retirement plans (*e.g.*, deferred-compensation plans, 457 plans, executive bonus plans)
- (7) Employee Retirement Income Security Act ("ERISA") Issues
  - o Fiduciary issues (e.g., investment choices, ERISA § 404(c))
  - Investment policy statement
  - Prohibited transactions
- (8) Special Types of Accounts
  - o Education related (e.g., 529 plans, Coverdell accounts)
  - Uniform Transfers to Minors Act ("UTMA") and Uniform Gifts to Minors Act ("UGMA")
  - o Health savings accounts, flexible spending accounts
- (9) Ownership and Estate Planning Techniques
  - Methods of ownership transfer (e.g., joint tenants with rights of survivorship, tenants in common, tenancy by the entirety)
  - o Pay on death and transfer on death
  - Beneficiary designation
  - Trusts and wills
  - Oualified domestic relations order
  - o Donor advised funds
- (10) Trading Securities
  - Terminology (e.g., bids, offers, quotes, market orders, limit or stop orders, short sales, cash accounts, margin accounts, principal or agency trades, payment for order flow)
  - o Roles of broker-dealers, custodians, market makers, and exchanges
  - Costs of trading securities (e.g., commissions, markups, bid/ask spread, best execution)
- (11) Portfolio Performance Measures
  - o Returns (e.g., risk-adjusted, time-weighted, dollar-weighted, annualized, total, holding period, internal rate of return, expected, inflation-adjusted, after tax)
  - o Current yield
  - o Relevant benchmarks

# 2.4 Laws, Regulations and Guidelines Including Prohibition on Unethical Business Practices

Forty-five questions in every Series 66 examination (45%) will test standards for professional conduct by broker-dealers, broker-dealer agents, investment advisers and

investment adviser representatives. These forty-five questions will cover the following eight components:

- (1) Regulation of Investment Advisers, Including State-Registered Advisers and Federal Covered Advisers
  - Definitions of an investment adviser and federal covered adviser (USA § 401, IAA § 202)
  - Notice filing requirements
  - Registration and post-registration requirements (e.g., required books and records, registration maintenance requirements, Form ADV, IAA § 203, IAA § 203A, USA § 201, USA § 202, USA § 203, USA § 204, SEC Rule 203A-1, SEC Rule 203A-2, SEC Rule 204-1, SEC Rule 204-3, NASAA Recordkeeping Requirements for Investment Advisers Model Rule 203(a)-2, NASAA Brochure Rule Requirements for Investment Advisers Model Rule 203(b)-1, NASAA Financial Reporting Requirements for Investment Advisers Model Rule 203(c)-1, NASAA Model Rule for Investment Adviser Written Policies and Procedures Under the Uniform Securities Acts of 1956 and 2002)
  - Exemptions for exempt reporting advisors and private fund advisors (IAA § 203, SEC Rule 204-4, NASAA Registration Exemption for Investment Advisers to Private Funds Model Rule)
  - Investment adviser representative supervision
- (2) Regulation of Investment Adviser Representatives
  - Definition of an investment adviser representative (USA § 401, SEC Rule 203A-3)
  - Registration and post-registration requirements (USA § 201, USA § 202, USA § 203, USA § 204, Form U4, NASAA Registration Requirements for Investment Advisers Model Rule 202(a)-1, NASAA Examination Requirements for Investment Advisers and Investment Adviser Representatives Model Rule 204(b)(6)-1)
- (3) Regulation of Broker-Dealers
  - o Definition of a broker-dealer (USA § 401, IAA § 202)
  - o Definition of an underwriter (SA § 2)
  - o Definition of a market maker, associated person (SEA § 3)
  - Registration and post-registration requirements (*e.g.*, required books and records, registration maintenance requirements, SEA § 15, SEC Rule 17a-3, SEC Rule 17a-4, SEC Rule 10b-10, USA § 201-A, Form BD)
  - Broker-dealer agent supervision
- (4) Regulation of Broker-Dealer Agents
  - o Definition of a broker-dealer agent (USA § 401)
  - o Registration and post-registration requirements (e.g., Form U4)

- (5) Regulation of Securities and Issuers
  - Definitions of offer, sale, security, federal covered security, person, issuer and non-issuer (e.g., SA § 2, SEA § 3, USA § 401, Howey test)
  - O The securities registration process, including federal and state registration and notice filing requirements, registration exemptions and post-registration requirements (SA § 3, SA § 5, SA § 18, SEC Regulation D, USA § 301, USA § 302, USA § 303, USA § 304, USA § 305, USA § 402)
  - o Definition of accredited investor (SEC Rule 501)
  - o Definitions of investment companies (ICA § 2, ICA § 8)
  - State antifraud authority
- (6) Remedies and Administrative Provisions
  - Authority of state securities administrator (USA § 204, USA § 306, USA § 406, USA § 407, USA § 412)
  - o Administrative actions (USA § 408)
  - Other penalties and liabilities (USA § 409, USA § 410, USA § 411, USA § 414)
- (7) Communication with Clients and Prospects
  - o Disclosures
  - o Unlawful representations concerning registrations
  - o Performance guarantees
  - Client contracts (USA § 102, IAA § 205, NASAA Contents of Investment Advisory Contract Model Rule USA 2002 502(c))
  - Correspondence and advertising (e.g., social media, email, website, USA § 403, USA § 405, SEC Rule 206(4)-1, SEC Rule 204-2)
- (8) Ethical Practices and Fiduciary Obligations
  - Compensation (e.g., fees, commissions, performance-based fees, "pay to play," soft dollars, disclosure of compensation, SEA § 28(e), SEC Rule 206(4)-3, SEC Rule 206(4)-5, NASAA Performance-Based Compensation Exemption for Investment Advisers Model Rule 102(f)-3, MSRB Rule G-37)
  - Client funds and securities (e.g., custody, trading discretion, trading authorizations, prudent investor standards, suitability, anti-money laundering (Bank Secrecy Act, PATRIOT Act), Uniform Prudent Investor Act, Suspicious Activity Report ("SAR") filing requirements, NASAA Agency Cross Transaction of Investment Advisers Model Rule 102(f)-1)
  - Custody conditions and obligations (SEC Rule 206(4)-2, NASAA Custody Requirements for Investment Advisers Model Rule 102(e)(1)-1, NASAA Minimum Financial Requirements for Investment Advisers, Model Rule 202(d)-1)

- o Conflicts of interest, criminal activities, fiduciary and other ethical considerations (e.g., loans to and from clients, sharing in profits and losses in a customer account, client confidentiality, insider trading, selling away, market manipulation, personal securities transactions, outside securities accounts, initial holdings and quarterly reports, political contributions, due diligence, excessive trading, SEC Rule 204A-1, NASAA Unethical Business Practices of Investment Advisers, Investment Adviser Representatives, and Federal Covered Advisers Model Rule, NASAA Dishonest or Unethical Business Practices of Broker-Dealers and Agents Model Rule 102(a)(4)-1, NASAA Statement of Policy Regarding Dishonest or Unethical Practices by Broker-Dealers and Agents in Connection with Investment Company Shares, NASAA Model Act to Protect Vulnerable Adults from Financial Exploitation)
- o Cybersecurity, privacy, and data protection
- Business continuity plans (e.g., disaster recovery, succession planning, NASAA Model Rule on Business Continuity and Succession Planning, 203(a)-1)

Disclaimer: This document is intended to be an overview of the Uniform Combined State Law Examination, which will contain specific and challenging questions in these subjects. Accordingly, this guide should not be considered a substitute for thorough study and preparation.