



FINANCIAL LEARNING EXPERIENCE (FLEX) LEARNER USER GUIDE

Version 1.3

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Introduction

Financial Learning Experience™ (FLEX™) is a centralized continuing education (CE) platform that provides e-learning content that firms have the option to leverage for their Firm Element or other training needs.

Financial Learning Experience (FLEX) Platform Overview

The FLEX platform offers Firm Element courses. To access the environment, a link is available in Financial Professional Gateway (FinPro Gateway™). The link to FLEX will appear once a Learner's firm approves the assignments.

1. Log into FinPro Gateway.
2. Locate and click the Firm Assigned CE (FLEX) link under My Tasks area.
3. Click on the "Go to My Plan" or "Launch CE" link to access your assigned training on the FLEX platform.

My Dashboard

My Tasks

A disclosure letter was received by ABC FINANCIAL SERVICES INC. on 11/26/2025.
[View Details](#) [VIEW FIRM CONTACTS](#)

The task status will remain unchanged until your firm has completed its review of the disclosure letter.

Firm Assigned CE (FLEX) Required ⓘ [View Program Details](#)

FINRA member firms must maintain continuing education programs for registered persons to enhance their securities knowledge, skills, and professionalism. Registered persons must participate as required.

[GO TO MY PLAN](#)

Shortcuts

[Print U4](#) [View U5](#) [Go to FINRA.org](#)

Continuing Education Program Status

Reg Element CE Satisfied ⓘ
Firm Assigned CE (FLEX) Required ⓘ
IAR CE Satisfied ⓘ

Firm Assigned CE (FLEX)

[View Program Details](#)

FINRA member firms must maintain continuing education programs for registered persons to enhance their securities knowledge, skills, and professionalism. Registered persons must participate as required.

2025 Assignments (3)

Firm	Due Date	Status	Completion Date	Action
WEBBUSH SECURITIES INC....	11/11/2025	In Progress	-	Launch CE ⓘ
RAYMOND JAMES & ASSOCIATES, INC...	12/25/2025	In Progress	-	Launch CE ⓘ
RAYMOND JAMES & ASSOCIATES, INC...	12/25/2025	In Progress	-	Launch CE ⓘ

[Go to My Plan](#) [Go to My Completed Learning](#)

Accessing Firm Element Training

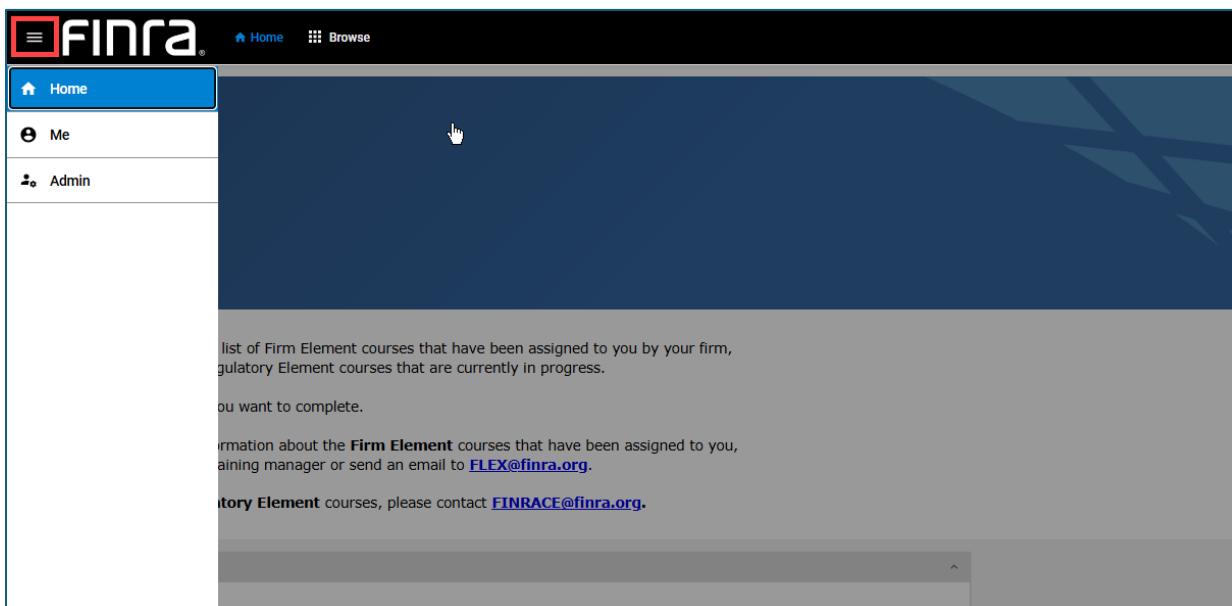
Selecting the **Firm Assigned CE (FLEX)** link in FinPro Gateway directs to the learning platform to access Firm Element training. There are two main areas within the FLEX platform.

- The **Home** page provides a quick breakdown of assigned and in-progress training.
- The **Me** page provides curated resources for administrators and learners.

Home Page Overview

The **Home** page also displays important announcements regarding the items listed on the home page or updates about the platform, as well as contact information if you have either a FLEX, Regulatory or Practical Element course question.

1. Access the Home page by clicking on the three-line menu icon  in the upper left-hand side.
2. Select Home.



Under the **My Learning** (List View) area, assignments are listed in following order:

1. Overdue courses – Courses that were not completed by the due date are considered Overdue. The overdue course also is listed with the number of days past the due date (in red font).

2. Active Assigned courses – Courses that are assigned and are not considered Overdue. The due date is identified, as well as the number of days before the due date.
3. In Progress courses – Courses with no due date that have been started but not successfully completed.
4. Surveys – Any outstanding surveys associated with course that are optional to complete.

On this page, you will find a list of Firm Element courses that have been assigned to you by your firm, as well as any applicable Regulatory Element courses that are currently in progress.

Simply click on the course you want to complete.

If you require additional information about the **Firm Element** courses that have been assigned to you, please contact your firm's training manager or send an email to FLEX@finra.org.

Questions related to **Regulatory Element** courses, please contact FINRACE@finra.org.

My Learning (List View)

Course Title	Status	Due Date	Available Credits	Action
Outside Business Activities and Private Securities Transactions	Pending Registration	07-AUG-2025 (69 days past due)	1	VIEW DETAILS
Analyzing Investor Growth	Pending Registration	20-DEC-2025 66 days remaining	0.5	VIEW DETAILS

Me Section Overview

The Me page lists assigned, in progress and completed courses. The Me page provides the ability to view the assigned and in-progress courses as well as completed courses.

Access the Me section by selecting the collapsed menu, located in the upper left-hand corner under the FINRA logo.

Select the Me menu selection.

Learning Catalog

My Plan

Learning & Certifications

● In Progress 5
● Completed 18
● Pending action 2

Learning & Certifications

Plan

The Plan page lists all the assigned courses with the due date and day count before and after the due date. In the **Learning & Certification** area, courses are listed with overdue and upcoming mandatory assignments listed first. The due date includes a countdown of before and past due days. In-Progress courses are also listed in this section. You can launch the courses by clicking on the title or the View Summary button.

Learning Catalog

My Plan

Learning & Certifications

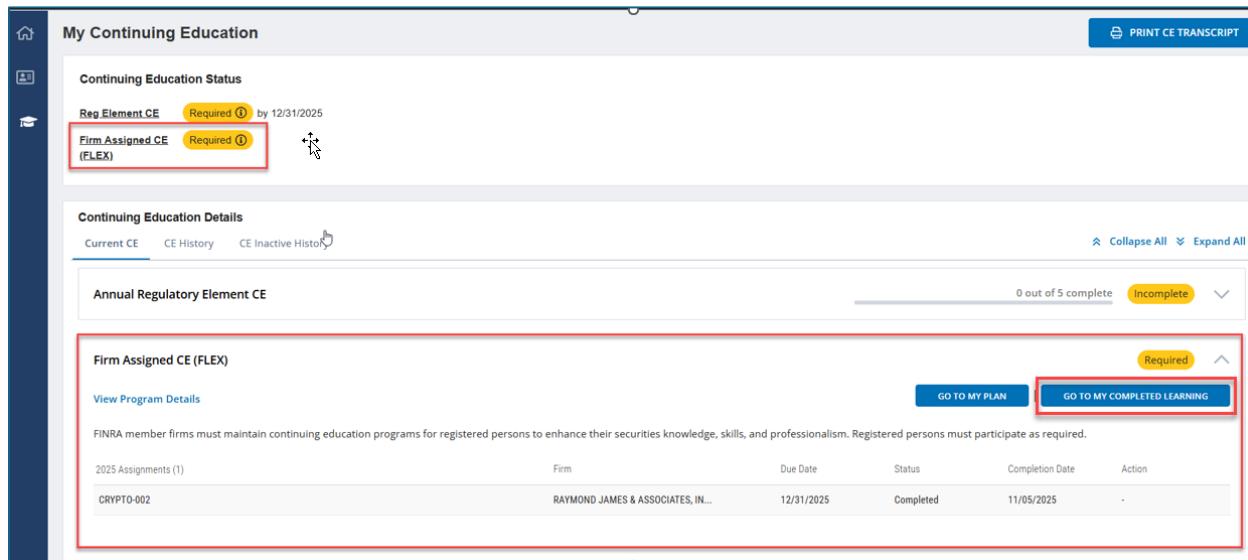
● In Progress 41
● Completed 9
● Pending action 3

Learning & Certifications

NAME	PROGRESS	DUe	ACTIONS
Private Placements Conducting Reasonable Investigations for Regulation D Offerings	IN PROGRESS View credits	31-JUL-2023 501 days past due	<input type="button" value="VIEW SUMMARY"/>
Electronic Communications: What Retail Staff Need to Know	IN PROGRESS View credits	31-OCT-2024 43 days past due	<input type="button" value="VIEW SUMMARY"/>
Electronic Communications: What Wholesalers Need to Know	PENDING REGISTRATION	31-OCT-2024 43 days past due	<input type="button" value="VIEW CLASSES"/>

Completed Learning

You may access your completed FLEX courses from the Firm Assigned CE (FLEX) link in your FinPro Gateway account by clicking "Go to My Completed Learning."



My Continuing Education

Continuing Education Status

Reg Element CE Required ⓘ by 12/31/2025

Firm Assigned CE Required ⓘ

Continuing Education Details

Current CE CE History CE Inactive History Collapse All Expand All

Annual Regulatory Element CE

0 out of 5 complete Incomplete

Firm Assigned CE (FLEX)

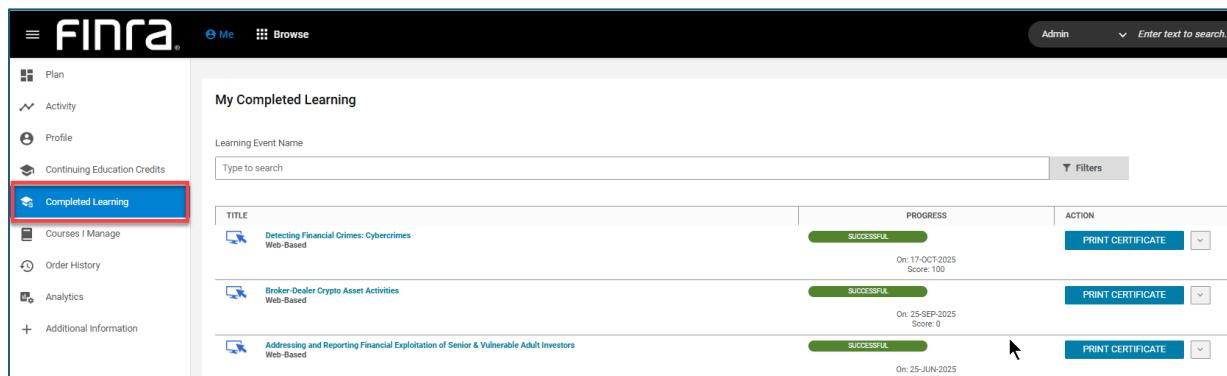
View Program Details Required ⓘ

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2025 Assignments (1)

Firm	Due Date	Status	Completion Date	Action
RAYMOND JAMES & ASSOCIATES, IN...	12/31/2025	Completed	11/05/2025	-

The Completed Learning area shows all the Regulatory, Practical and Firm Element completed courses. The completions are automatically listed by date, with newest completions listed first.



My Completed Learning

Learning Event Name Filters

TITLE	PROGRESS	ACTION
Detecting Financial Crimes: Cybercrimes Web-Based	SUCCESSFUL On: 17-OCT-2025 Score: 100	PRINT CERTIFICATE
Broker-Dealer Crypto Asset Activities Web-Based	SUCCESSFUL On: 25-SEP-2025 Score: 0	PRINT CERTIFICATE
Addressing and Reporting Financial Exploitation of Senior & Vulnerable Adult Investors Web-Based	SUCCESSFUL On: 25-JUN-2025 Score: 0	PRINT CERTIFICATE

Completion Certificate

From your Completed Learning page, you can also print your completion certificate.

Print CE Transcript

You also have the option to print your CE transcript from the same Firm Assigned CE (FLEX) link in your FinPro Gateway account by clicking "Print CE Transcript."