

Guidelines Governing Uses of the Designations

CMS Compensation Management Specialist

GBA Group Benefits Associate

RPA Retirement Plans Associate

EDUCATION • CREDENTIALS
CEBS
CMS • GBA • RPA
for Benefit and Compensation Professionals

Approved Uses of the CMS, GBA and RPA Designations

The Compensation Management Specialist (CMS), Group Benefits Associate (GBA) and Retirement Plans Associate (RPA) designations represent a high level of academic and professional achievement in the field of employee benefits and compensation. They are awarded to persons who successfully complete a series of prescribed national examinations within the Certified Employee Benefit Specialist® (CEBS®) curriculum and who meet the Precertification Standards and agree to abide by the Principles of Conduct.

The CMS, GBA and RPA designations have been registered with the federal government; their use in an unauthorized manner is forbidden as a matter of law. The following guidelines have been designed to maintain the dignity and high standards of the CMS, GBA and RPA designations in order to prevent their commercialization or other misuse and unethical practices. Adherence to these guidelines will lead to better public understanding and deserved recognition of the Compensation Management Specialist, Group Benefits Associate and Retirement Plans Associate.

Any questions regarding the interpretation of these guidelines should be directed to the CEBS Department at the International Foundation of Employee Benefit Plans.

General Uses

The CMS, GBA and RPA designations may be used on business cards; stationery; office advertising; telephone, business and professional listings; and on signed communications. The wording "Compensation Management Specialist"/"Group Benefits Associate"/"Retirement Plans Associate" or the initials "CMS"/"GBA"/"RPA" should follow the designee's name. The designations may not be used as part of a firm's name, trademark or logo.

Announcements—Press Releases, Publications and Advertisements

Employers may issue press releases and/or publish congratulatory articles or advertisements. Material that can be included in congratulatory announcements include the designee's name with wording "Compensation Management Specialist"/"Group Benefits Associate"/"Retirement Plans Associate" or the initials "CMS"/"GBA"/"RPA" following the designee's name, designee's photograph, copy describing the CMS, GBA or RPA designations, and the firm's name and address.

Certified Employee Benefit Specialist (CEBS) Designation Holders

Only those individuals who have earned the CEBS designation may use the words "Certified Employee Benefit Specialist," "CEBS" initials or the CEBS logo. If you hold the CMS, GBA or RPA designations, you may use any or all of them in conjunction with your CEBS. However, it is recommended that you display the CEBS designation first.

Direct questions to:



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