Instructor-Led Online Classes

CEBS.
Certified Employee Benefit Specialist® Program

Guided study support for CEBS® courses

CLASSES OPEN JANUARY 27!

2020
Class Schedule

www.cebs.org
CEBS Instructor-Led Online Classes Offered for All Five CEBS Courses

GBA 1  Directing Benefits Programs Part 1
GBA 2  Directing Benefits Programs Part 2
GBA/RPA 3  Strategic Benefits Management
RPA 1  Directing Retirement Plans Part 1
RPA 2  Directing Retirement Plans Part 2

Online classes include:

- Instructor notes for each module
- Brief audio overviews of each module
- Quizzes and interactive games
- Discussions and resources based on the Benefits in Action cases
- Two instructor-led live review sessions
- Printable flashcards for each module to help with mastery of key terms/concepts
- Discussion questions on each module, posted weekly
- Weekly poll questions to test your employee benefits knowledge
- Website links that connect what you are learning in class to current events
- Opportunities to ask questions and network with others in the class
- 24/7 online availability throughout the 12 weeks, giving you the flexibility to study wherever and whenever you need to.

Online Class Schedule

SPRING 2020  January 27-April 17
SUMMER 2020  May 18-August 7
FALL 2020  September 7-November 27
Prepare for a Successful CEBS Exam
Enhance your CEBS course work with an Instructor-Led Online Class.

CEBS study tools are designed to help you prepare for a successful exam while delivering knowledge you can immediately put into action at work. Instructor-Led Online Classes provide additional study guidance. Get access to an instructor, a structured time frame and peer interaction.

Class sessions are scheduled for 12 weeks during the spring, summer and fall and are available 24/7 online, giving you the flexibility to study wherever and whenever you need to. Join a class at any time—You’ll have full access to previously posted resources.

All CEBS courses are self-study. The course Study Guide and designated textbook(s) are essential for each CEBS exam. Add additional support by enrolling in an Instructor-Led Online Class.

Essential Study Materials
- **Study Guide**—Includes print and digital materials and access to the online practice exam
- **Textbook**—Provides the theory and context for the topics covered in the Study Guide

Additional Study Materials
- **Instructor-Led Online Class**—Twelve-week Instructor-Led Online Class held in spring, summer and fall

3 Reasons to Take an Online Class

1. **Instructor Guidance and Support**—Gain real-world insight from an employee benefits insider. Ask questions to maximize your learning experience.
2. **Study Tools and Applications**—Secure your knowledge with activities and Case Study worksheets to reinforce what you’ve learned in the textbook and Study Guide.
3. **Connect With Peers**—Interact, discuss and celebrate together!

[www.cebs.org](http://www.cebs.org) | (800) 449-2327, option 3
Meet Your CEBS Instructors

GBA 1
Chris Healy, Ph.D., CEBS, PHR, SHRM-CP
Assistant Director of Human Resources
Southern Utah University
Cedar City, Utah

GBA 2
Mark Dunlop, CEBS, AEP, AFC, CFP ChFC, CLU, FLMI, REBC, RHU
CEBS Compliant
Principal
Designed Benefit Incentives
St. Louis, Missouri

GBA/RPA 3
Elizabeth McBurney, CEBS
CEBS Compliant
Assistant Human Resources Manager/
Benefits Manager
Columbia County Board of Commissioners
Augusta, Georgia

RPA 1
Elizabeth M. Allen, CEBS
Vice President
Benefits Compliance and Counsel for NFP
Plano, Texas

RPA 2
Ryan Olson, CEBS, CFP®
Fort Worth, TX
CEBS instructors are benefits professionals with real-life expertise to help guide you through your CEBS course.

Your instructor will present live review sessions and detailed notes for each course module. The notes will include an overview of major points from the Study Guide and textbook. You will also have the opportunity to ask the instructor questions regarding the curriculum. All materials, including recordings of past live review sessions, are available for reference throughout the class session.
“The Instructor-Led Online Class helps me keep a good pace while working through the course materials. It’s also a great resource for questions and clarifications!”

Lindsay Million, GBA
Human Resource Generalist
JSJ Corporation
Grand Haven, Michigan
Application Study Tools

In addition to notes from your instructor, your online class also includes activities and resources based on the *Benefits in Action* and Integrated Case Studies.

**Discussion Questions Based on the Benefits in Action and Integrated Case Studies**—Apply information learned from each module to case studies that are applicable to real-life situations.

**Benefits in Action Worksheets**—Review the cases to apply and connect the presented situation to your benefits plan and daily work.

**Integrated Case Study Worksheet**—Identify important takeaways and solutions, and make note of what you need to further review for your CEBS exam.
“For anyone just getting into the benefits administration arena, I wholeheartedly encourage you to take the journey and pursue the CEBS designation. Take the online class, and interact with those taking the journey with you.”

Wardah Safiyya Porter, CEBS
CEBS Compliant
Benefits Specialist
B. Braun Medical
Bethlehem, Pennsylvania

93% of respondents plan to enroll in another online class in the future.
Peer-to-Peer Support

CEBS Instructor-Led Online Classes offer the instructor expertise you need paired with a community of peers to serve as your virtual study group. The online class environment fosters interaction among participants. Ask each other questions, share words of encouragement and celebrate success together.

Connect—Interact in stimulating discussions with peers who share similar challenges.

Discuss—Ask questions of your virtual study group, and offer your input.

Celebrate! Share your success with colleagues who are on their own CEBS journey.
How to Register for an Instructor-Led Online Class

Start at www.cebs.org/onlineregister, or use the order form in this brochure.

How to Register Online…

1. Log in to your International Foundation account, or create an account if you are new to CEBS.
2. Choose your course, and select exam, textbook, Study Guide and Instructor-Led Online Class.
3. Select your desired testing quarter.
4. Select online class session.
5. Complete your registration information.
6. You are all set! Good luck! Watch your email for access instructions.

Questions about registering? Give us a call at (800) 449-2327, option 3, or email cebs@ifebp.org.
ORDER FORM/2020
U.S. Study Materials, Exam and Instructor-Led Online Study

Customer Information (Please print clearly)

Individual ID# or CEBS® ID#

Full first name________________________ M.I. ________ Last name________________________

Employer________________________________ Title________________________

Address__________________________ (Street address only, no P. O. Box)

City__________________________ State/Province______________ Country__________ ZIP/Postal code

Phone__________________________ Exp. date

Email ____________________________ Year started in the benefits industry

CE Insurance License Number__________________________

Individual ID# or CEBS® ID# ____________________________

(Please print clearly)

CEBS Order Summary

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<tr>
<th>Course</th>
<th>COURSE MATERIALS</th>
<th>EXAMS</th>
<th>INSTRUCTOR-LED ONLINE CLASS</th>
<th>ISCEBS MEMBERSHIP (optional)</th>
<th>SUBTOTAL PER COURSE</th>
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Exam application required

Shipping/Handling Charges: (see chart below) $ WI Residents Add 5.1% Sales Tax

| Exam Transfer $95 | Course to Q | Your | $ | | | | | | $ |
| Exam Retake $95 | Course to Q | Your | | | | | | | $ |
| Late CE Request $95 (if after exam pass date) | | | | | | | | | $ |

Optional ISCEBS Membership $285 (processed separately)

Payment Must Accompany Order

☐ Check #__________ Exp. date__________ $__________

Credit card #__________________________ Exp. date ________

Cardholder’s name (print) ____________________________

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Shipping/Handling Charges for Course Materials

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Special exam assistance?

Yes ☐ No ☐

Visit www.cebs.org for special assistance guidelines.

Questions? Email cebs@ifebp.org or phone (800) 449-2327, option 2.

www.cebs.org (optional)

Secure fax 262-364-1818

CEBS Program—Certification
P.O. Box 68954
Chicago, IL 60695-9954

13AM-1119
Next Classes Start January 27!

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