CEBS.
Certified Employee Benefit Specialist® Program
Instructor-Led Online Classes
Guided study support for CEBS® courses
2020-2021
Class Schedule

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

GBA 1   Managing Benefit Plans Part 1
GBA 2   Managing Benefit Plans Part 2
GBA/RPA 3  Navigating the Plan Environment
RPA 1   Managing Retirement Plans Part 1
RPA 2   Managing Retirement Plans Part 2

Online Class Schedule—Jump in at any time!

SUMMER 2020  May 11-July 31
FALL 2020  August 24-November 13
SPRING 2021  January 18-April 9

Online classes include:

• Instructor notes for each module
• Brief audio overviews of each module
• Quizzes and interactive games
• Discussions and activities 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
• External website links that connect what you’re 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.
Enhance Your CEBS Exam Prep With an Instructor-Led Online Class

Instructor-Led Online Classes provide additional guidance and support as you work through your study materials. Get access to an instructor, a structured time frame and peer interaction. Class sessions run for 12 weeks. You’ll have online access to all class resources throughout the class allowing you to work ahead or start mid-session and access past content.

All CEBS course are self-study and the course Study Guide and designated textbook(s) are essential for each CEBS exam.

Whether you select independent study or enroll in an Instructor-Led Online Class, you will need the course Study Guide and designated textbook(s) to prepare for each exam.

- **Study Guide**—Your essential resource for mastering the material tested on in the exam. 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.
- **Instructor-Led Online Class**—Provides support and structure as you work through the Study Guide and textbook.
Meet Your CEBS Instructors

GBA 1
Sheila Phillips, CEBS
Consultant, Group Benefits
Kitchener, Ontario

GBA 2
Cindy Arcand, CEBS
Manager/Director, Employee Benefits and Retirement Programs
St. Albert, Alberta

GBA/RPA 3
Patricia Noble, CEBS
Director of Policy, Research and Labour Market Analysis
Department of Post-Secondary Education, Training and Labour, New Brunswick
Fredericton, New Brunswick

RPA 1
Jeff Billard, CEBS
Policy Advisor
Ontario Teachers Pension Plan
Toronto, Ontario

RPA 2
Ryan McCarthy, CEBS
Asset Class Specialist, Wealth Solutions
Canada Life
London, Ontario
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(s). 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 CEBS designation shows the world that you are willing to invest in yourself by acquiring the foundational knowledge to succeed in the world of benefits and pensions. It is a professional standard that can’t be beat in the domain.

Kerry Lawson, CEBS, CEBS Compliant
Director, Consulting Expert
CGI Group
Toronto, Ontario
Application Study Tools

In addition to notes from your instructor, your online class also includes activities and tools based on the *Benefits in Action* and Capstone Cases.

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

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

**Capstone Case Worksheet**—Identify important takeaways and solutions, and make note of what you need to further review for your CEBS exam.
Just get started on making this investment in yourself and your career. Your peers, your employer and your plan members will all reap the benefits of this specialized knowledge. With the CEBS designation, the sky’s the limit!

Marnie Niemi Hood, CEBS, CEBS Compliant
Director, Pension Solutions
CAAT Pension Plan
Toronto, Ontario
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/canonlineregister, or use the order form within this brochure.

If You’re Registering Online…

1. Log in to your International Foundation account, or create a new account if you are new to CEBS.
2. Purchase study materials, including the Study Guide and textbooks, through Books for Business at www.booksforbusiness.com. You’ll need these resources for self-study and throughout the online class.
3. Purchase your exam online (if you haven’t already). Exams cover content from the Study Guide and textbooks.
4. Select your exam testing window and an 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 (844) 809-2698, or email cancebs@ifebp.org.
ORDER FORM/2020
Canadian Exam and Instructor-Led Online Study

Customer Information (Please print clearly)

Individual ID# or CEBS® ID#

Full first name ____________ M.I. ____________ Last name

Employer __________________________

Address _____________________________________________________________________________

City __________________ State/Province __________ Country __________ ZIP/Postal code __________

Phone ____________________ Business ________ Home ________ Mobile ________

Email (required information) ____________________________________________________________

CE Insurance License Number _________________________ Province ________________ CEBS Course for CE Insurance License Credit ________________________

By checking this box I certify that I have met the Precertification Standards and agree to abide by the Principles of Conduct as outlined at www.cebs.org/policies. I understand that the International Foundation of Employee Benefit Plans and Dalhousie University reserve the right to provide the following information upon inquiry from the instructor, university or employer of the respective candidate: name and address, examinations successfully completed and examination applications for courses.

By completing this form, you agree to our policies regarding your registration/cancellation/refund/record retention/photo release and privacy at www.ifebp.org/policies.

Contact/Customer Type

☐ Accountant/Auditor
☐ Actuary
☐ Attorney
☐ Benefits Prof.
☐ Compensation Prof.
☐ Consultant
☐ HR Professional
☐ Insurance Rep.
☐ Investment Mgt.
☐ Multi-Employer
☐ Industry Rep.
☐ Public Admin./
☐ Support Staff
☐ Other
☐ Public Employee
☐ Trustee–Elected
☐ Third-Party
☐ Administrator
☐ Other
☐ Multi-Employer
☐ Labour Trustee
☐ Multi-Employer
☐ Mgt. Trustee
☐ Salaried
☐ Administrator

Grand Total for Above

C$ __________________________

S$ __________________________

US$ __________________________

CEBS Order Summary

<table>
<thead>
<tr>
<th>Course</th>
<th>COURSE MATERIALS</th>
<th>EXAMS</th>
<th>INSTRUCTOR-LED ONLINE CLASS</th>
<th>ISCEBS MEMBERSHIP</th>
<th>Subtotal per Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>GBA 1</td>
<td>Managing Benefit Plans Part 1</td>
<td>Order study materials online at <a href="http://www.booksforbusiness.com">www.booksforbusiness.com</a> (See reverse for pricing)</td>
<td>□ W1 □ W2 □ W3 □ W4</td>
<td>□ Spring □ Summer □ Fall</td>
<td>□ US$285</td>
</tr>
<tr>
<td>GBA 2</td>
<td>Managing Benefit Plans Part 2</td>
<td></td>
<td>□ W1 □ W2 □ W3 □ W4</td>
<td>□ Spring □ Summer □ Fall</td>
<td>C$ ____________</td>
</tr>
<tr>
<td>GBA/RPA 3</td>
<td>Navigating the Plan Environment</td>
<td></td>
<td>□ W1 □ W2 □ W3 □ W4</td>
<td>□ Spring □ Summer □ Fall</td>
<td>C$ ____________</td>
</tr>
<tr>
<td>RPA 1</td>
<td>Managing Retirement Plans Part 1</td>
<td></td>
<td>□ W1 □ W2 □ W3 □ W4</td>
<td>□ Spring □ Summer □ Fall</td>
<td>C$ ____________</td>
</tr>
<tr>
<td>RPA 2</td>
<td>Managing Retirement Plans Part 2</td>
<td></td>
<td></td>
<td></td>
<td>C$ ____________</td>
</tr>
</tbody>
</table>

Exams, online classes and course materials are not returnable, and no refunds will be made. Prices subject to change without notice. Please allow 3-5 business days for processing all orders. (Processing times may be longer during high-volume periods of the year.)

Payment Must Accompany Order (Canadian funds for CEBS/US funds for ISCEBS)

Make cheque payable to International Foundation of Employee Benefit Plans.

☐ Cheque # ____________ C$ ________

☐ Credit card # __________________________ Exp. date ____________

Cardholder’s name (print) ________________________________________________

Where do you want to test?

☐ Prometric ☐ On-Site Location

View locations at www.cebs.org and click on CEBS Student to download order form with locations.

Questions? Email cancbs@ifebp.org or phone (844) 809-2698.

Source code CE2007
CEBS Instructor-Led Online Classes
Offered for All Five CEBS Courses

GBA 1  Managing Benefit Plans Part 1
GBA 2  Managing Benefit Plans Part 2
GBA/RPA 3  Navigating the Plan Environment
RPA 1  Managing Retirement Plans Part 1
RPA 2  Managing Retirement Plans Part 2

Online Class Schedule—
Jump in anytime!

SUMMER 2020
May 11-July 31

FALL 2020
August 24-November 13

SPRING 2021
January 18-April 19