

CEBS.

Certified Employee Benefit Specialist® Program

Instructor-Led Online Classes

Guided study support for CEBS® courses

2020-2021

Class Schedule

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 Class Schedule

SUMMER 2020	May 18-August 7
FALL 2020	September 7-November 27
SPRING 2021	January 25-April 16

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.

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 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!

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/RPA 3

**Elizabeth McBurney, CEBS
CEBS Compliant**

Assistant Human Resources Manager/
Benefits Manager
Columbia County Board of Commissioners
Augusta, Georgia



GBA 2

**Mark Dunlop, CEBS, AEP, AFC, CFP
ChFC, CLU, FLMI, REBC, RHU
CEBS Compliant**

Principal
Designed Benefit Incentives
St. Louis, Missouri



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

Study Tools by Expert Instructors

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.



Instructor
Notes for
Each Module



Brief Audio
Overview of
Each Module



Printable Flash
Cards and
Answer Keys



Weekly Poll
Questions to Test
Your Employee
Benefits
Knowledge



Two Instructor-
Led Live Review
Sessions



Quizzes and
Interactive
Games



Instructor
Discussion
Questions
Related to
Each Module
Posted Weekly



External Website
Links That Connect
What You're
Learning in Class
to Current Events

“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.



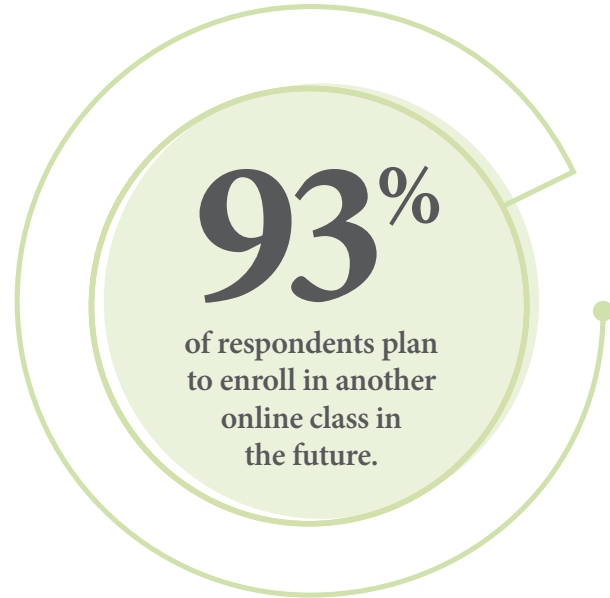
Integrated Case Study Worksheet—Identify important takeaways and solutions, and make note of what you need to further review for your CEBS exam.



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

“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



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 _____ Business Home
(Street address only, no P.O. Box)

City _____ State/Province _____ Country _____ ZIP/Postal code _____

Phone _____ Business Home Mobile

Email (required information) _____ Year started in the benefits industry _____

CE Insurance License Number _____ State _____ CEBS Course for CE Insurance License Credit _____

Source code **CE2005**

Contact/Customer Type

- | | |
|--|---|
| <input type="checkbox"/> Accountant/Auditor | <input type="checkbox"/> Public Employee |
| <input type="checkbox"/> Actuary | <input type="checkbox"/> Trustee—Appointed |
| <input type="checkbox"/> Attorney | <input type="checkbox"/> Public Employee Trustee—Elected |
| <input type="checkbox"/> Benefits Prof. | <input type="checkbox"/> Third-Party Administrator |
| <input type="checkbox"/> Compensation Prof. | <input type="checkbox"/> Other |
| <input type="checkbox"/> Consultant | <input type="checkbox"/> Multiemployer Labor Trustee |
| <input type="checkbox"/> HR Professional | <input type="checkbox"/> Multiemployer Mgt. Trustee |
| <input type="checkbox"/> Insurance Rep. | <input type="checkbox"/> Multiemployer Salaried Administrator |
| <input type="checkbox"/> Investment Mgt. | |
| <input type="checkbox"/> Multiemployer Industry Rep. | |
| <input type="checkbox"/> Public Admin./Support Staff | |

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.

By checking this box I certify that I have met the Pre-certification 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 the Wharton School of the University of Pennsylvania 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.

CEBS Order Summary

Course	COURSE MATERIALS		EXAMS \$460 (each)				INSTRUCTOR-LED ONLINE CLASS \$225 (each) <i>Exam application required</i>		ISCEBS MEMBERSHIP (optional) www.iscebs.org	Subtotal per Course
	Study Guide	Textbook	Exam Quarter	Year	Session	Year				
GBA 1 Directing Benefits Programs Part 1	<input type="checkbox"/> \$230 USGBA1KIT	<input type="checkbox"/> \$165 USGBA1T17	<input type="checkbox"/> Q1 <input type="checkbox"/> Q2 <input type="checkbox"/> Q3 <input type="checkbox"/> Q4	_____	<input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	_____			\$ _____	
GBA 2 Directing Benefits Programs Part 2	<input type="checkbox"/> \$230 USGBA2KIT	<input type="checkbox"/> \$115 USGBA2T17	<input type="checkbox"/> Q1 <input type="checkbox"/> Q2 <input type="checkbox"/> Q3 <input type="checkbox"/> Q4	_____	<input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	_____		<input type="checkbox"/> \$285	\$ _____	
GBA/RPA 3 Strategic Benefits Management	<input type="checkbox"/> \$230 USGBARPA3KIT	<input type="checkbox"/> \$190 USGBARPA3T17	<input type="checkbox"/> Q1 <input type="checkbox"/> Q2 <input type="checkbox"/> Q3 <input type="checkbox"/> Q4	_____	<input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	_____		FOR ANNUAL MEMBERSHIP	\$ _____	
RPA 1 Directing Retirement Plans Part 1 <small>*This textbook is required for RPA 1 and RPA 2.</small>	<input type="checkbox"/> \$230 USRPA1KIT	<input type="checkbox"/> \$300* USRPA1T17	<input type="checkbox"/> Q1 <input type="checkbox"/> Q2 <input type="checkbox"/> Q3 <input type="checkbox"/> Q4	_____	<input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	_____		<i>Exam application required</i>	\$ _____	
RPA 2 Directing Retirement Plans Part 2 <small>**RPA 2 requires this textbook and the RPA 1 textbook.</small>	<input type="checkbox"/> \$230 USRPA2KIT	<input type="checkbox"/> \$150** USRPA2T17	<input type="checkbox"/> Q1 <input type="checkbox"/> Q2 <input type="checkbox"/> Q3 <input type="checkbox"/> Q4	_____	<input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	_____			\$ _____	

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 in addition to the delivery time. (Processing times may be longer during high-volume periods of the year.)

Q1 = Jan 1 - Mar 31	Q2 = Apr 1 - Jun 30	Q3 = Jul 1 - Sep 30	Q4 = Oct 1 - Dec 31
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Shipping/Handling Charges (see chart below) \$ _____

WI Residents Add 5.1% Sales Tax \$ _____

Exam Transfer \$95 Course _____ to Q _____ Yr _____ \$ _____

Exam Retake \$95 Course _____ to Q _____ Yr _____ \$ _____

Late CE Request \$95 (if after exam pass date) \$ _____

Grand Total for Above \$ _____

Optional ISCEBS Membership \$285 (processed separately) \$ _____

Payment Must Accompany Order

Make check payable to International Foundation of Employee Benefit Plans.

Check # _____ \$ _____

Credit card # _____ Exp. date _____

Cardholder's name (print) _____

Special exam assistance?
 Yes No
 Visit www.cebs.org for special assistance guidelines.



Secure fax
(262) 364-1818



CEBS Program
International Foundation—
Certification
P.O. Box 689954
Chicago, IL 60695-9954



Questions? Email
cebs@ifebp.org or
phone (800) 449-2327, option 3.

Shipping/Handling Charges for Course Materials

Total of Book Order	Ground—Allow five days for delivery.	2-Day Air	Next-Day Air
Up to \$200, add	\$18	\$38	\$53
\$201-\$350, add	\$20	\$40	\$55
Over \$350, add	6% of course material purchases	6% of course material purchases + \$20	6% of course material purchases + \$35

Saturday Delivery and International Shipments—Contact the CEBS Department for more information.



Next Classes Start May 18!

CEBS Instructor-Led Online Classes Offered for All Five CEBS Courses

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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 Class Schedule

SUMMER 2020

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FALL 2020

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SPRING 2021

January 25-April 16



18700 West Bluemound Road
Brookfield, WI 53045-2936
www.cebs.org

Source Code: CE2005

Nonprofit Org.
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OF EMPLOYEE BENEFIT PLANS

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