



# CPSP™

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PLAN SPONSOR  
PROFESSIONAL

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PSCA

Plan Sponsor Council of America

Part of the American Retirement Association

## American Retirement Association

Based in the Washington, D.C. area, the American Retirement Association is a non-profit professional organization with two major goals: to educate all retirement plan and benefits professionals, and to create a framework of policy that gives every working American the ability to have a comfortable retirement.

As part of that mission, for more than half a century, the American Retirement Association has developed and distributed education programs, information resources, and professional credentials that have become the gold standard for retirement plan professionals in every field of endeavor.

More than 26,000 members strong, the American Retirement Association is comprised of five premier retirement industry associations:

- American Society of Pension Professionals & Actuaries (ASPPA)
- ASPPA College of Pension Actuaries (ACOPA)
- National Association of Plan Advisors (NAPA)
- National Tax-deferred Savings Association (NTSA)
- Plan Sponsor Council of America (PSCA)

## Plan Sponsor Council of America (PSCA)

Since its founding in 1947, PSCA has been on the forefront of protecting the American retirement system, and is committed to improving workers' retirement security. Today, PSCA assists more than six million plan participants, and provides its members with programs and services to help them better manage their company's retirement plans.

## The CPSP Program

The CPSP curriculum consists of three mastery-level courses, covering advanced concepts for retirement plan sponsors.

- **Course 1: Choosing Your Plan**
  - ♦ Considerations for Retirement Plan Design
  - ♦ The Most Popular Defined Contribution Plan: The 401(k)
  - ♦ Beyond the 401(k) (Other Types of Employer-Sponsored Retirement Plans)
- **Course 2: Building Your Plan**
  - ♦ Plan Fiduciary Obligations & Risk Management
  - ♦ Investment Concepts
  - ♦ Behavioral Finance & Employee Engagement
- **Course 3: Running Your Plan**
  - ♦ Vendor Management & Selection
  - ♦ Plan Operations
  - ♦ Plan Audits & Compliance

## Credential Requirements

In order to earn the CPSP, candidates must have at least two years of experience in a benefits role, pass the exam and ascribe to the PSCA Professional Code of Conduct.

## Exam Requirements

The CPSP exam is a 100-question online open-book exam. Candidates have 2.5 hours to complete the exam.

## Congratulations

You are officially a PSCA Certified Plan Sponsor Professional (CPSP) Credential holder!

You demonstrated your expert-level understanding of your role and responsibility as a plan sponsor, and proved you have the knowledge and expertise required to successfully evaluate, design, implement and manage an employer-sponsored retirement plan.

## How to Promote Yourself as a CPSP Credentialed Professional

Your CPSP demonstrates your expertise and increases your value to current — and future — employers. But, how can you promote your exceptional skill?

### Add your credential to your signature.

Include your credential after your name in print and electronic correspondence, including — but not limited to — your resume, CV, business card, email signature and LinkedIn profile.

### Frame your certificate.

You've worked hard to earn the CPSP. Frame and display your certificate in your office.

### Inform your current employer.

Mention your credentialed status during your performance review or any other professional evaluations you have throughout the year. Use the following key talking points for reference:

- The CPSP Credential is the only of its kind available to plan sponsors today.
- The CPSP course is extremely rigorous and covers a wide range of advanced topics.
- By completing the CPSP, you have gained a strong understanding of how to effectively evaluate, design, implement and manage an employer-sponsored retirement plan.
- To keep your credential, you must complete 24 hours of continuing education credits each CPE cycle, which requires you to maintain and improve your knowledge regularly.