

Those members who are **Canadian Certified Counsellors (CCCs)** are required to accrue a minimum of **36 Continuing Education Credits (CECs)** specifically related to counselling and/or psychotherapy over the course of each three-year certification period and to provide documentation of engagement in these professional development activities. A well-rounded professional will record a variety of Learning Activities and Professional Contributions. The chart that follows provides current information related to CCPA's eligible areas of continuing education.

***Disclaimer to members who also belong to a regulatory college: CCPA cannot guarantee that continuing education credits granted by our Registrar will be eligible for credit with regulatory colleges.**

Term	Definition	Number of CECs	Required Documents
Learning Activities			
Independent study	<ul style="list-style-type: none"> Engagement in self-directed, professional reading and/or research 	1 credit per hour	CEC Form, Schedule A.
Peer study	<ul style="list-style-type: none"> Participation in regularly scheduled, collaborative, peer learning activities such as peer supervision, peer study groups, professional learning communities May be done in-person, or via teleconference, Skype, online etc. 	1 credit per hour	CEC Form, Schedule A.
Receiving post-graduate supervision	<ul style="list-style-type: none"> Participation in regularly scheduled, formally structured, post-graduate supervision with a qualified supervisor 	1 credit per hour	CEC Form, Schedule B, log of dates and duration of sessions signed by supervisor.
Conferences, workshops, in-services, webinars	<ul style="list-style-type: none"> Attendance at and/or participation in counselling/psychotherapy conferences, workshops, in-services, webinars May be offered in-person, or via teleconference, Skype, online, etc. Includes CCPA and Mental Healthy Academy webinars 	1 credit per hour	CEC Form, Schedule A, Proof of Attendance
Upgrading/training	<ul style="list-style-type: none"> Completion of an upgrading/training course or program for additional qualifications in counselling/psychotherapy May be offered in-person, or via teleconference, Skype, online, etc. Includes Mental Healthy Academy coursework 	1 credit per hour	CEC Form, Schedule A, Transcript/Certificate/Diploma.
Graduate coursework	<ul style="list-style-type: none"> Completion of a graduate level, post-CCC course related to counselling/psychotherapy. This can include practicum/internship courses. 	36 credits per 1 semester course	CEC Form, Schedule A, Transcript/Certificate/Diploma. Description of University courses can be taken from course calendar or syllabus.
Professional Contributions			
<i>Professional Involvement</i>			
Professional membership role	<ul style="list-style-type: none"> Professional involvement in roles that are directly related to counselling/psychotherapy and which promote growth and development as a counsellor/psychotherapist. 	1 credit per hour	CEC Form, Schedule A, Activity log.

Professional volunteerism	<ul style="list-style-type: none"> Engaging in pro bono work in a professional counselling or psychotherapy capacity including consultation, crisis counselling, disaster response, etc. 	1 credit per hour	CEC Form, Schedule A, Activity log
Thesis/Dissertation Committee Member (Advisor)	<ul style="list-style-type: none"> Committee member for thesis/dissertation that has been completed 	1 CEC per hour invested (reasonable estimate, no cap)	CEC Form, Schedule A
<i>Presentation</i>			
Presentation development * May be counted toward CECs one time only for each presentation	<ul style="list-style-type: none"> Development of a counselling/psychotherapy conference presentation, poster presentation, workshop, in-service, webinar, etc. Planning, researching, designing, preparing and assembling resources/materials May be counted toward CECs one time only for each presentation 	1 credit per hour	CEC Form, Schedule A, Copy of invitation to present.
Presentation delivery *May be counted toward CECs one time only for each presentation	<ul style="list-style-type: none"> First time delivery of a presentation at a counselling/psychotherapy conference, workshop, in-service, webinar, etc. 	1 credit per hour	CEC Form, Schedule A, Copy of invitation to present and/or accepted abstract.
<i>Professional Writing Activities</i>			
Scholarly writing and reviews	<ul style="list-style-type: none"> Scholarly writing about counselling and/or psychotherapy Includes journal article, book chapter, book Authoring or co-authoring a published piece of writing Reviewing journal articles, book chapters, books, etc. 	1 credit per hour invested (based on reasonable estimate)	CEC Form, Schedule C, copy of article or book.
Applied writing	<ul style="list-style-type: none"> Applied writing for the workplace or profession related to counselling and/or psychotherapy Includes training and procedural manuals, handbooks, newsletters such as Cognica, blogs, facilitation of online professional association discussion forums 	1 credit per hour invested (based on reasonable estimate)	CEC Form, Schedule C, copy of article or book.
Thesis/Dissertation Writing	<ul style="list-style-type: none"> Completion of thesis or dissertation as part of a post-CCC graduate level program 	1 credit per hour invested (based on reasonable estimate)	CEC Form, Schedule C, copy of thesis/dissertation (link to electronic version is sufficient)