



Professional Designations

What are Professional Designations?

A professional designation is a 'stamp of approval' that a person can earn from an organization, demonstrating to employers and their clients that the person has achieved a particular standard of excellence in their field of work. You have seen them on business cards and in email signatures:

- CHRP or CHRL
- CPA (formerly, CA, CGA and CMA)
- CIP

These are professional designations, and only people who have met the standards of their professional associations and licensing bodies that coordinate them can use them. Some designations are provincial, and others are national and international.

Many designations require further study after your undergraduate degree, with a professional and practical focus. Some designation courses are available online or offered in the evenings/on weekends to ensure that people who are working can complete them.

Business Designation Examples

There are any number of business-related professional designations that individuals with BBAs, as well as HBAs and HBSCs can pursue, including:

Accounting

Chartered Professional Accountant (CPA): www.gocpaontario.ca

Administration

Qualified Administrative Assistant (QAA): www.aaa.ca/qaa_enrollment_e.php

Finance

Chartered Financial Analyst (CFA): www.cfainstitute.org

Certified Financial Planner (CFP): www.fpsc.ca

Human Resources

Certified Human Resources Professional/Leader (CHRP/CHRL):
www.hrpa.ca/RegulationandHRDesignations/Pages/HR-Designations.aspx

Marketing

Certified Marketing Specialist (CMS):
www.the-cma.org/education-events/professional-development/marketing-courses/certified-marketing-specialist-designation

Management

Certified In Management (CIM) and others: www.cim.ca/prodev/overview

Supply Chain and Logistics

Certified Supply Chain Professional (CSCP):
www.apics.org/careers-education-professional-development/certification

Lifelong Learning and Professional Certification

The only constant is change, they say, and it seems to be true. The world of work is constantly shifting, and the end of your undergraduate degree is definitely not the end of your learning and training.

Once you have entered an industry or field of work, you will have a better idea of what kinds of additional learning and training would be wise to pursue. Some employers will even grant you time and/or help you to pay for your ongoing learning.

The AA&CC can help!
Attend the Graduate & Professional Schools Fair (October), go to a *Preparing for Professional & Graduate School* workshop, meet professionals in the field through Extern, or speak with a Career Counsellor to learn how to get relevant experience!

Social Work and Mental Health Designation Examples

Designations/memberships in these fields often also provide access to liability insurance, which is important in health care:

Canadian Certified Counsellor (CCC):

www.ccpa-accp.ca/en/memberbenefits/certification

Certified Member of the Ontario Association of Consultants, Counsellors, Psychometrists and Psychotherapists (OACCPP):

www.oaccpp.ca/membership/types-of-membership

Registered Psychotherapist (RP): www.crpo.ca

Registered Social Worker (RSW):

www.ocswssw.org/registration-section/applicants-info/general-information

Technology, Infrastructure and Environment Examples

Project Management Professional (PMP):

www.pmi.org/Certification/Project-Management-Professional-PMP.aspx

Environmental Professional (EP): www.eco.ca/certification

In Information Technology, there are countless designations to be earned from hardware and software providers: Cisco Certified Network Administrator (CCNA), Microsoft Certified Solutions Associate (MCSA), and the Google Analytics Individual Qualification are just a few.

Health Care and Science Designation Examples

Most health care designations are earned through specific graduate and professional studies at the Master's level or equivalent. Others include: Chartered Insurance Professional (CIP):

www.insuranceinstitute.ca/en/cip-fcip-designations/cip.aspx

Canadian Registered Safety Professional (CRSP):

www.bcrsp.ca/prospective-certificants/why-become-crsp%C2%AE

Certified Medical Transcriptionist (CMT):

www.medicaltranscriptionist.org/certification

Where can I find more information?

- **Job postings** are a great place to find out what professional accreditation and designations are in demand in the field of work you intend to pursue. Look in the *Qualifications* section of any job ad.
- A search engine like **Google** is very useful for finding out the names of the professional associations and licensing bodies relevant to your desired industry.
- **Information Interviews** are also an effective way to find out what designations are in demand in your field. Use tools like tools like www.TenThousandCoffees.com to find people who are open to answering your questions!

Additional Resources

www.utscc.utoronto.ca/aacc/tip-sheets

See our tip sheets on *Applying to Graduate School* and specific professional programs like these:

- Physical and Occupational Therapy
- Nursing
- Teaching
- Social Work
- Speech Language Pathology
- *and many more!*

University of Toronto's graduation gift

All graduates of U of T have access to a \$750 tuition credit, usable within 24 months of convocation, at U of T's School of Continuing Studies.

For details visit learn.utoronto.ca/how-to-register/alumni-benefit

Please note: While this tip sheet aims to ensure accuracy, requirements do change. Consider it a starting point for your further research. Visit professional association and licensing body websites for detailed, up-to-date information about earning a professional designation.