

CCP Annual Timeline

CCP mandatory online reporting is done during membership renewal period: March 1 to March 31

ANNUAL TIMELINES AT-A-GLANCE	STEPS	WHEN CAN I START?	WHERE DO I ENTER THE INFORMATION?
<p style="text-align: center;">October 31 – March 31</p> <p>Deadline: March 31 at 11:59 pm</p>	<p>Step 1 Completing your Self-Assessment</p>	<ul style="list-style-type: none"> The CCP Member Workbook for the upcoming CCP year is always sent to members by October 31. Members can start their Self-Assessment as soon as they receive the workbook. 	<ul style="list-style-type: none"> CCP Member Workbook (p. 4 to 13)
	<p>Step 2 Identifying your Two Learning Goals</p>	<ul style="list-style-type: none"> Once members have completed their Self-Assessment, they can identify two learning goals for the upcoming CCP year. 	<ul style="list-style-type: none"> CCP Member Workbook (p. 18 to 21) NBAD online member account during membership renewal (March 1 – March 31)
<p style="text-align: center;">April 1 – March 31</p> <p>Deadline: March 31 at 11:59 pm</p>	<p>Step 3 Completing your Learning Activities and Activity Log</p>	<p>Completing your Learning Activities:</p> <ul style="list-style-type: none"> Members must complete learning activities during the CCP year (April 1 – March 31). The month of March is considered a transition month and learning activities completed in March can be used towards learning goals for the current CCP year or learning goals for the following CCP year. <p>Completing your Activity Log:</p> <ul style="list-style-type: none"> Members must keep an Activity Log of their completed learning activities related to their learning goals throughout the CCP year (April 1 – March 31). 	<ul style="list-style-type: none"> CCP Member Workbook (p. 18 to 21) NBAD online member account under "My Learning Plans" throughout the CCP year (April 1 – March 31) and/or during membership renewal (March 1 – March 31)
	<p>Step 4 Completing your Self-Reflection</p>	<ul style="list-style-type: none"> Members must complete the Self-Reflection of each of their learning goals during the CCP year (April 1 – March 31). 	<ul style="list-style-type: none"> CCP Member Workbook (p. 18 to 21) NBAD online member account under "My Learning Plans" throughout the CCP year (April 1 – March 31) and/or during membership renewal (March 1 – March 31)

Note: The CCP Member Workbook is not mandatory to complete and submit; however, we strongly encourage members to use it to draft their online CCP submission.