



# New Member Checklist

## Welcome to CPA Ontario

This checklist is designed to help you make the most of your membership from day one. Whether you're setting up your Member Portal, exploring exclusive benefits or planning your professional development, each step brings you closer to a thriving career and a connected community.



### 1 Getting Started

Set up your [Member Portal](#) login

- Update your contact and professional details in [My Portal](#)

Download the [New Member Media Kit](#) and update your designation on your social channels

Review the [CPA Code of Professional Conduct](#)

Familiarize yourself with important dates including [Annual Membership Due \(AMD\)](#) and [Continuing Professional Development \(CPD\)](#) requirements

**Please note:** If you have not received your official Membership Certificate, it will be sent to you within 6–8 weeks of your admission date.

### 2 Building Momentum

Access exclusive, [members-only benefits](#) including:

- Savings and discounts from 50+ partners across telecommunications, entertainment, travel and wellness, and more
- Thousands of additional perks through [Perkopolis](#)
- Preferred rates on home and auto insurance

Explore the [Professional Development \(PD\) Portal](#) and register for upcoming webinars or events

Visit the [CPA Ontario Job Board](#), upload your resume and explore exciting job opportunities tailored for CPAs

### 3 Staying Connected

Attend professional development sessions and subscribe to the CPA Ontario Insights newsletter on [LinkedIn](#)

Connect with your [local association](#) to network with fellow members, enjoy relevant local learning events and participate in volunteer opportunities that support your profession

Use member discounts for wellness, lifestyle and more

Volunteer in the community or [become a mentor](#)

### 4 Navigating Membership

Submit your [CPD hours](#) before the deadline

Review your [membership status](#)

Update your professional profile if needed

Ensure your [licenses](#) (if any) are current

Contact [Professional Advisory Services](#) for guidance on professional standards

**Questions? Visit our [Member FAQ](#) page for more information.**

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