

# Career Skills Program for CPA Students



**CPA**  
ONTARIO

# About The Program

**The Career Skills Program for CPA Students** is a specialized three-phase program designed to equip aspiring CPAs with the professional and technical skills necessary to excel in today's competitive environment.

Through a combination of live, in-person workshops and self-paced online learning, participants will develop competencies in areas such as **effective communication, accountability, time management, and critical thinking**. Each phase of the program is strategically designed to build upon the previous one, ensuring a progressive and immersive development journey that aligns with the participants' practical experience milestones.

By participating in this program, you'll not only adapt seamlessly to professional environments but also enhance your problem-solving abilities and add tangible value to your organization.



# Who It Will Benefit

**Primary Audience:** Designed for CPA Students starting their initial stages of practical experience at public accounting firms.

**Others:** Additionally, junior employees with 1–2 years of work experience will benefit from this program.

# Learning Outcomes

- Communicate effectively in professional settings.
- Demonstrate accountability and ownership in tasks.
- Manage time efficiently to meet deadlines.
- Apply critical thinking to solve problems.
- Analyze financial statements for informed decisions.
- Uphold ethical standards in accounting practices.
- Utilize Excel proficiently for data analysis.
- Deliver engaging and effective presentations.





## Course Overview

# Phase 1: Building a Powerful Brand

**4 day in-person workshop taking place from September 16 to 19, 2025.**

Tailored for CPA students in the initial **6 months** of their practical experience. This phase emphasizes foundational skills essential for thriving in a professional environment.

By the end of this phase, attendees will have built a solid foundation to navigate the challenges of the accounting profession confidently.



## Refine Your Skills

**Professional Ethics**

**Critical Thinking**

**Journal Entries**

**Effective Communication**

**Personal Efficiency**

**Excel Proficiency**

**Time Management**

**Financial Analysis**



## Course Overview

# Phase 2 : Investing in Your Career

**2 day in-person workshop taking place from January 8 to 10, 2026.**

Designed for CPA students who are **6–12 months** into their practical experience. This phase provides a look into a CPA's role across industries and explore the link between skepticism and critical thinking

By the end of this phase, students will have strengthened their ability to add value to their organizations and stakeholders.



## Refine Your Skills

**Business Acumen**

**Resilience in the Workplace**

**Professional Skepticism**

**Intermediate Excel Skills**



## Course Overview

# Phase 3 : Drive Your Professional Success

**2 day in-person workshop taking place from October 1 to 2, 2026.**

Designed for CPA students in **months 12–18** of their practical experience. This final phase focuses on optimizing performance by fostering accountability and providing a solid understanding of Canadian business ethics

By the end of this phase, students will have the skills to prepare for higher responsibilities and leadership roles



## Refine Your Skills

**Growth Mindset**

**Optimizing Team Performance**

**Canadian Business Ethics**

**Advanced Presentation Skills**

**Advanced Excel with Analytics**

# Workshop Agenda & How to Register

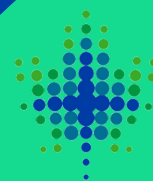
To access the full schedule for the in-person workshops or to register for this course, please visit the CPA Ontario Portal by [clicking here](#).

## Group Discounts

- **Groups of 5** or more students qualify for a 15% discount.
- For firms with **groups of 25 or more**, CPA Ontario can deliver the program exclusively for your staff.
- Firms with **fewer than 5 students** can contact an advisor for assistance in joining a smaller firm to access the discount.

## Questions?

Have questions about this course? Make an appointment with a Program Advisor by [clicking here](#).



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