Association of Florida Colleges

Certified College Professional Program

PARTICIPANT INFORMATION GUIDE

What is the CCP?

The Certified College Professional (CCP) Program provides AFC members with the opportunity to earn a certificate related to their work as a college professional, and exposes them to content and experience they may not be able to obtain elsewhere. The CCP program provides significant value-added benefits for membership in the AFC and enhances the AFC's role as the primary professional development provider for the Florida College System.

What Should I Know If I am Considering Earning the CCP Designation?

If you are considering earning the Association of Florida Colleges Certified College Professional (CCP) designation, please keep in mind the following initial criteria that you must meet before applying:

- You are employed full-time, part-time, or as adjunct faculty employee by an institution within the Florida College System or related organization for at least one year.
- If you are a member of AFC, you are a member in good standing.
- You are committed to upholding the AFC Certified College Professional "Standards of Conduct"
- Your college president will support your effort to earn the CCP, if your tuition payment will be paid by your institution.

Regardless of your academic background and professional experience, the CCP certificate can set you apart from the rest of your colleagues and go a long way to advancing your career in the Florida College System. If the above criterion applies to you, then earning the CCP certificate may be a good decision.

The Certified College Professional Program Principles

1. The CCP is a certificate recognized by the institutions within the Florida College System.

2. The CCP promotes individual professional skills, as well as knowledge of the Florida College System.

3. The CCP enhances an individual's resume which *may* lead to opportunities for advancement.

4. The CCP provides opportunities for candidates to learn aspects of the Florida College System they may not be exposed to in their day-to-day work environment.

5. The CCP provides an option through which colleges *may* motivate and reward employees.

6. The CCP enhances the AFC's role in the professional development of its members.

The Four Core Domains of the Certified College Professional Program

1. Leadership
    a. Leadership Skills
    b. Practical Application of Leadership Skills
    c. Ethics
    d. Effective Communication – Interpersonal Skills
    e. Self-Awareness

2. Legislative Process and Advocacy
    a. General knowledge of the legislative process and how it impacts the colleges within the Florida College System
    b. Keys to advocacy
    c. The Florida College System legislative budget process

3. The Florida College System
    a. The history of the system
    b. The state and the local budget process
    c. Local governance - the District Board of Trustees

4. Building Community and Customer Service
    a. The role of a community college employee in their college community
    b. Internal and external customers

Cost and How Do I Apply?

1. Application Fee is $150.00 for members and $375.00 for non-members. Pay online via credit card or check.
2. Visit: www.certifiedcollegeprofessional.org for more information and to apply to the CCP program.

Questions: Contact the CCP Staff at 850-222-3222 or via email at info@myafchome.org

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