Earn the New Standard in HR Certification.

Prepare with Fairfield University’s SHRM Learning System®.

Establish yourself as a globally-recognized human resource expert by earning the new standard in HR certification: SHRM Certified Professional (SHRM-CP™) and SHRM Senior Certified Professional (SHRM-SCP™). Ensure you’re prepared with Fairfield University’s SHRM Learning System® designed for SHRM credential candidates. Expand and test your knowledge and practical, real-life competencies in areas critical for HR career success.

This intensive 12 week/36 hour program combines expert instruction with the SHRM Learning System® for SHRM-CP/SHRM-SCP, so you will learn faster, retain more knowledge and stay on track for success on the exam.

**Fall 2015**

<table>
<thead>
<tr>
<th>Where?</th>
<th>Fairfield University</th>
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<tbody>
<tr>
<td>When?</td>
<td>Tuesdays, 9/15-12/1</td>
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<tr>
<td>Time:</td>
<td>6pm – 9pm</td>
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<tr>
<td>Course#:</td>
<td>BB 115</td>
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<tr>
<td>Course Investment:</td>
<td>$1540(non SHRM member/$1340(SHRM Member))</td>
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<tr>
<td>Instructor:</td>
<td>Raymond LaManna, SPHR</td>
</tr>
<tr>
<td>Contact Us:</td>
<td><a href="mailto:ppivarnik@fairfield.edu">ppivarnik@fairfield.edu</a>/203-254-4307</td>
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**Why Enroll?**

Our course is based on the *NEW* 2015 SHRM Learning System® for SHRM-CP/SHRM-SCP. Comprised of comprehensive learning modules teaching the SHRM Body of Competency and Knowledge™ (SHRM BoCK™), and advanced online multimedia resources, these study materials streamline study time, accelerate learning and build confidence for passing the SHRM-CP/SHRM-SCP exam.
By attending our course, you’ll benefit from:

• An experienced, certified instructor
• The SHRM Learning System, historically ranked the #1 HR certification prep tool
• A structured learning experience that keeps you on track
• Opportunities to network and learn from your peers
• Tuition reimbursement and up to 36 professional development credits (PDCs)

This course is offered in partnership with the Society for Human Resource Management (SHRM), the world’s largest HR membership organization devoted to human resource management. The course investment includes all course materials but does not cover registration for the SHRM-CP/SHRM-SCP examinations.

Who Should Take this Course?

Our certification preparation course is designed primarily for individuals seeking SHRM-CP or SHRM-SCP certification.

Certification is a great choice for HR professionals who want to:

• Increase their knowledge
• Advance their skills
• Earn recognition from the global community

Advancing your career. For those not seeking certification, the SHRM Learning System for SHRM-CP/SHRM-SCP course provides a comprehensive and accelerated option for professional development. Participants gain a generalist viewpoint, refresh key ideas and concepts, strengthen their understanding of core HR competencies and increase productivity.

Course Topics
The SHRM Learning System for SHRM-CP/SHRM-SCP includes five modules covering the comprehensive SHRM Body of Competency and Knowledge™ (SHRM BoCK™) so you’ll learn everything you need for the SHRM-CP or SHRM-SCP exam.

### HR Competencies
- Leadership & Navigation
- Ethical Practice
- Business Acumen
- Relationship Management
- Consultation
- Critical Evaluation
- Global & Cultural Effectiveness
- Communication

### People
- Talent Acquisition & Retention
- Employee Engagement
- Learning & Development
- Total Rewards

### Organization
- Structure of the HR Function
- Organizational Effectiveness & Development
- Workforce Management
- Employee Relations
- Technology & Data

### Workplace
- HR in the Global Context
- Diversity & Inclusion
- Risk Management
- Corporate Social Responsibility
- Employment Law & Regulations (U.S. only)

### Strategy
- Business & HR Strategy

### Registration Details

Please register by contacting Patricia Pivarnik at 203-254-4307 or through email ppivarnik@fairfield.edu.

**Registration deadline:** September 4, 2015

**Cancellation policy:** 100% refunded is awarded only if student cancels prior to the first class. No refund after first class due to the materials that are received by all students when they register.

**Program Requirements:** There are no admission requirements to take this program, however certain criteria must be met for participants taking the SHRM-CP or SHRM-SCP exam. See exam requirements under who should enroll.
SHRM-CP/SHRM-SCP Exam Requirements: To apply for either the SHRM-CP or SHRM-SCP, candidates must have a combination of education and professional HR experience. For more information, visit SHRMcertification.org

For More Information

Contact Patricia Pivarnik or e-mail ppivarnik@fairfield.edu.

Other resources:

- Society for Human Resource Management (SHRM): shrm.org
- SHRM Certification: SHRMcertification.org

Certification Details

This is an exciting and pivotal time in the HR profession. Now, more than ever, HR teams are required to assume a greater leadership role, contributing to the strategic direction of their organizations. The profession is no longer just about what you know – but how you do your job.

**SHRM Certified Professional (SHRM-CP™) and SHRM Senior Certified Professional (SHRM-SCP™)** are poised to become the new standard for all HR professionals around the globe, as it is among the first HR certifications that is focused on teaching and testing the practical, real-life information HR professionals need to excel in their careers today, including behavioral competencies, knowledge and skills.

Exam Format and Length

- Computer-based testing (CBT)
- 130-150 questions (knowledge-based and situational-judgment test items)
- Approximately 3 hours in length

Test Windows and Registration Dates

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<tr>
<th>Spring Window: May 1-July 15</th>
<th>Winter Window: December 1, 2015-February 15, 2016</th>
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<tr>
<td>Applications Accepted for Spring Window: January 5</td>
<td>Applications Accepted for Winter Window: May 1</td>
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<tr>
<td>Application Deadline: March 13</td>
<td>Application Deadline: October 16</td>
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<tr>
<td>Late Application Deadline: April 17</td>
<td>Late Application Deadline: November 13</td>
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Certification Cycle

All credentials are valid for three years. Recertification is required every three years through demonstrated professional development (preferred method) or retaking the exam.