



Summer/Fall 2010

Inside this Issue

Are You Certified?	1
HRReview Classes	1
Fall 2010 Class Schedule	1
About Our Instructors	2
New Certification Eligibility Requirements	2
Test Information	2
Maintaining Your Certification	3
Scholarship Information	3
Testimonials	3

Fall 2010 Class Schedule

Class	Saturday 9-12 noon	Wednesday 6-9 pm
Strategic Management	October 2	October 6
Workforce Planning	October 9	October 13
Human Resource Development	October 16	October 20
Total Rewards	October 23	October 27
Employee & Labor Relations	October 30	November 3
Risk Management	November 6	November 10

Last Minute Course

Thursday, December 2 (9:00-4:00 pm)
 Friday, December 3 (9:00-4:00 pm)
 Saturday, December 4 (9:00-1:00 pm)

Fees	
Start Smart	Member \$555 Non-Member \$655
Last Minute	Member \$305 Non-Member \$405
Start Smart & Last Minute	Member \$755 Non-Member \$875

Let SHRP Help You on Your Journey to HR Certification

Are You Certified?

PHR, SPHR

These letters can help you:

- Get a leg up on that new job
- Stand apart from the crowd
- Prepare for the future
- Ensure your own peace of mind.

Certification is not easy. It requires experience and knowledge of all areas of human resource management and then the ability to complete a difficult mul-

ti-ple-choice exam. PHR or SPHR certification has become increasingly more important for continued career advancement. It demonstrates a human resources professional's commitment to education and growth.

SHRP is here to support you on your journey to certification. This newsletter provides lots of helpful information and links to even more information.



A journey of a thousand miles begins with a single step.
(Confucius)

HRReview Start Smart & Last Minute Certification Preparation Classes

The Start Smart preparation course is offered as a 6 week program. You will attend 18 hours of classroom instruction. Our instructors are all SPHR certified and have many years of management level human resource experience. These classes offer the ideal setting in which to review both theory and real world applications of human resource skills.

The course materials cover all of the HR Certification Institute functional areas. In addition to the classroom instruction, all study materials are included: the HRReview Workbook with detailed outlines, over 800 practice questions with comprehensive answers, and hundreds of QuickReview electronic and audio flashcards. Also included is an on-line coaching ses-

sion with one of the Workbook's authors and a free on-line final practice exam.

The Last Minute course is offered as 2 1/2 days of classroom instruction consisting of a 225-question sample certification exam with follow-up explanation of questions and exam tips.

See chart on left for course schedule.

To Register for SHRP's HRReview Start Smart & Last Minute Classes go to:
www.shrp.org

Convenient Class Location
 Robert Morris University
 401 S. State Street
 Chicago, IL

About Our Instructors

The instructors for the Smart Start Classes are seasoned professional with experience in both industry and consulting. Questions about certification and how to prepare for the exam? Contact one of our instructors:

Cindi Hall-Ferro, SPHR
 PHR Certified Since 1995
 SPHR Certified Since 2000
 CCP Since 2003
 CBP Since 2003
 challferro@yahoo.com

MaryBeth Janak, SPHR
 Certified Since 2006
 janakfam@aol.com

Karen Vujtech, SPHR
 Certified Since 2003
 kvujtech@totalrewardsconsulting.com

Lenore Erickson, SPHR
 Certified Since 2001
 lerickson@ericksonhrconsulting.com

Debi Lusk, SPHR, GPHR
 SPHP Certified Since 2006
 GPHR Certified Since 2010
 dglusk@sbcglobal.net

Maria Belmonte
 mariab529@yahoo.com

For more information about SHRP's preparation classes go to:

www.shrp.org

Registration deadline for classes:
 September 27, 2010



Certification Eligibility Requirements to Change Effective Spring 2011

Don't wait. The certification eligibility requirements are changing effective Spring 2011. Take the test in Fall 2010. Let SHRP help you prepare with HRReview's Start Smart Certification Preparation classes.

Certification eligibility requirements effective Spring 2011		
<p>PHR Eligibility</p> <ul style="list-style-type: none"> • 1 year of demonstrated exempt-level HR experience with a Master's degree or higher • 2 years of demonstrated exempt-level HR experience with a Bachelor's degree • 4 years of demonstrated exempt-level HR experience with less than a Bachelor's degree 	<p>SPHR Eligibility</p> <ul style="list-style-type: none"> • 4 years of demonstrated exempt-level HR experience with a Master's degree or higher • 5 years of demonstrated exempt-level HR experience with a Bachelor's degree • 7 years of demonstrated exempt-level HR experience with less than a Bachelor's degree 	<p>GPHR Eligibility</p> <ul style="list-style-type: none"> • 2 years of demonstrated global exempt-level HR experience with a Master's degree or higher • 3 years of demonstrated exempt-level HR experience (with 2 of the 3 being global HR experience) with a Bachelor's degree • 4 years of demonstrated exempt-level HR experience (with 2 of the 4 being global HR experience) with less than a Bachelor's degree

Exam Content

The exam content and questions are created by HR subject matter experts and validated by HR professionals working in the field. The subject areas and questions are periodically updated to ensure that they are consistent with current practices in the HR field.

The PHR and SPHR exams consist of 225 multiple-choice questions.

The passing score for each exam (based on a scaled score) is 500. The minimum possible score is 100 and the maximum possible score is 700.

Profile of a Successful PHR Candidate

- Has tactical/logistical orientation.
- Focuses on program implementation rather than creation.
- Has two to four years of professional (exempt-level) generalist experience.

Profile of a Successful SPHR Candidate

- Designs and plans rather than implements.
- Has extensive knowledge of all aspects of HR and ultimate responsibility in the HR department.
- Has four to eight years of progressive professional (exempt-level) experience.

For more information about the exam and to register for the exam go to:

www.hrci.org

Exam application dates: July 12, 2010 to October 8, 2010

Testing dates: December 1, 2010 to January 31, 2011

MAINTAINING YOUR CERTIFICATION

Once you have passed your certification exam, you are required to stay up-to-date with the rapidly changing HR profession. All certificants are required to recertify every three years to retain their credentials.

Sixty recertification credit hours must be accumulated during the three-year certification cycle; alternatively, you may choose to retake the exam. Recertification credit hours must relate to the exam content and can be gained through the following areas:

- Continuing education.
- Instruction.
- On-the-job experience.
- Research and publishing.
- Leadership.
- Professional membership with a national HR association.

You may take the HRReview classes for recertification credit.



Scholarships Available

The SHRM Foundation is offering scholarships to assist HR professionals in meeting their professional development goals. Individuals may apply for a \$750 certification scholarship.

Application Deadline: July 15, 2010

Eligibility: SHRM professional, general and associate members (with a valid SHRM ID number) working toward PHR, SPHR, GPHR or California certification are eligible to apply. SHRM student members and local-only members are *not* eligible for these awards.

Awards: 80 certification scholarships of \$750 each will be awarded. Applications will be judged in the following five groups:

- Northeast Region
- Southeast Region (includes former Caribbean Atlantic Region)
- North Central Region
- Southwest Central Region
- Pacific West Region (includes former Asia Pacific Region)

Each region will award 16 certification scholarships.

How to Apply: Visit www.shrm.org/foundation and click on "Scholarships & Awards" to learn more about the SHRM Foundation Scholarship Program.

What Participants Say About Our Classes . . .

"2009 was the year that I decided to step up to the challenge and test for the SPHR. It was a big encouragement when I heard that a review class was being offered locally at a very reasonable price. The HRReview class was helpful in several ways: the organized manner in which the material was presented allowed me to absorb the large amount of information; the instructors clearly presented the material and what was most likely to be on the test; the material and the instructors explained the strategy of studying for and taking the test. Words can not explain the joy of passing on my first attempt!"

Nicole, SPHR
HR Professional

"The teaching staff and materials used in the HR Review class were instrumental in my achieving the SPHR. The in-depth reviews, class-time and practice questions were thorough, applicable and a valuable investment of my time. The experience was top-notch and a great alternative to self-study or some of the other costly options."

Abby, SPHR
Sr. HR Manager - Talent Acquisition
Manufacturing Organization

"I was a participant in the HRReview 'Start Smart' and 'Last Minute' programs offered by SHRP. The instructors were extremely knowledgeable in all areas of HR, as well as in equipping the adult learner to understand the nuances of the SHRM PHR and SPHR certification exams. Taking these classes, reviewing the workbooks and the using the audio vocabulary study materials, I believe made the difference for me when I sat for my exam. The help and encouragement of the faculty gave me the additional confidence I needed for success. I highly recommend this program to anyone who is contemplating taking the PHR or SPHR...it is well worth the investment for your HR career."

Mary, SPHR
HR Consultant

"Taking the classes and reviewing the binder materials was a way for me to ensure I was fully prepared for the certification exam. I found that I enjoyed the opportunity to test my HR knowledge and learn some things about HR that I didn't know."

Mike, SPHR
HR Director

"I never would have passed the SPHR exam without having taken this class. The quality of instruction, the focused nature of class discussions, and the effectiveness of the materials were instrumental in preparing me to answer the types of questions encountered on the exam. I strongly recommend this course to anyone interested in HRCI certification."

Robert, SPHR
Management Consultant
Compensation & Benefits Consulting Firm