

SHRM CERTIFICATION RESOURCES AT-A-GLANCE

2016 SHRM-CP AND SHRM-SCP EXAM SCHEDULE

	SPRING WINDOW	WINTER WINDOW
EXAM DATES	May 1–July 15, 2016	December 1, 2016–February 15, 2017
APPLICATIONS ACCEPTED	January 4	May 16
APPLICATION DEADLINE	March 25	October 21
LATE APPLICATION DEADLINE*	April 15	November 11

*Additional \$75 USD nonrefundable late application fee.

SHRM-CP AND SHRM-SCP EXAM APPLICATION FEES**

SHRM MEMBER	\$300 USD
NONMEMBER	\$400 USD

**Includes \$50 USD nonrefundable application processing fee.

Downloadable Resources

SHRM Certification Handbook

Includes exam pricing, testing windows, eligibility requirements and the application process; preparing for the SHRM certification exam; and what to expect on exam day.

shrmcertification.org/certificationhandbook

SHRM Recertification Handbook

Learn more about the value of maintaining your credential; what are qualifying activities; what are the categories of professional development credit (PDC); and how to apply for recertification.

shrmcertification.org/recertificationhandbook

SHRM Body of Competency & Knowledge™

Describes the SHRM Body of Competency and Knowledge (SHRM BoCK™), which forms the basis for the SHRM Certified Professional (SHRM-CP) and SHRM Senior Certified Professional (SHRM-SCP) certifications.

shrmcertification.org/SHRMBOCK

SHRM Recertification Provider Guide

Describes the benefits of becoming a SHRM Recertification Provider***; qualifications; application process; program guidelines; fees; and acceptable programming topics.

shrmcertification.org/recertificationproviderguide

*** Note: SHRM chapters and state councils are automatically approved as SHRM recertification providers. Contact your local SHRM field services director to learn more.

ELIGIBILITY REQUIREMENTS
shrmcertification.org/eligibility

APPLY FOR THE EXAM
shrmcertification.org/apply

FIND AN EXAM LOCATION
NEAR YOU
prometric.com/shrm

NEXT-GENERATION CREDENTIALS FOR HR PROFESSIONALS

SHRM CERTIFIED PROFESSIONAL (SHRM-CPSM) & SHRM SENIOR CERTIFIED PROFESSIONAL (SHRM-SCPSM)

In this ever-changing business world, the knowledge that HR professionals need is constantly evolving. HR teams are required to assume a greater leadership role, contributing to the strategic direction of their organizations. The evolving challenges in human resources can yield tremendous opportunities to those with the right training and credentials.

Earning your SHRM-CP or SHRM-SCP credential makes you a recognized expert and leader in the HR field—and a valuable asset to your organization, keeping you and your organization more competitive in today's economy.

This professional distinction sets you apart from your colleagues, demonstrating your mastery of the HR competencies and knowledge necessary to be an effective and strategic HR professional.

KEY BENEFITS

FOCUS ON YOU

SHRM-CP and SHRM-SCP are your credentials, based on the current HR landscape. This certification is 100% focused on the competencies and knowledge all HR professionals need to lead in today's business community.

UNIVERSAL SKILLS & RECOGNITION

SHRM-CP and SHRM-SCP are built on the single, comprehensive SHRM BoCK and are relevant worldwide, giving professionals the recognition and flexibility to use their knowledge, skills and competencies anywhere their career takes them.

COMPETENCY- & KNOWLEDGE-BASED

SHRM-CP and SHRM-SCP test competencies as well as HR knowledge, and their application, to ensure professionals' ability to demonstrate what they know, and what they can do with their knowledge in the variety of situations they encounter.

DEVELOPED WITH EMPLOYERS IN MIND

SHRM-CP and SHRM-SCP are based on in-depth research focused on—and backed by—global employers and business leaders. They reflect what HR practitioners need to know to be leaders in their organizations and in the profession.

SHRM Learning System[®] for SHRM-CP/SHRM-SCP

shrmcertification.org/learning

The 2016 SHRM Learning System delivers the most effective SHRM-CP and SHRM-SCP certification preparation. Interactive, online study tools and learning modules that reflect current HR content prepare you for the SHRM-CP or SHRM-SCP certification exam. SHRM has created four learning options to meet every learning style:

- » Self-Study Program
- » SHRM-CP/SHRM-SCP Certification Preparation Seminars (3-day in-person or 7-week virtual)
- » SHRM Education Partner Programs
- » SHRM Organizational Training & Development Programs

Website: shrmcertification.org

E-mail: shrmcertification@shrm.org

Phone: 800.283.7476, option 3 or +1.703.548.3440, option 3

