**Fall 2022 SHRM-CPSM and SHRM-SCPSM Certification Preparation Courses**

**Sessions will be held at the LCU College of Business from 9 a.m. to 5 p.m.**

**September 23rd, October 7th, October 21st, November 4th, November 18th, and December 02nd**

The SHRM-CP/SHRM-SCP certification preparation course is designed primarily for individuals seeking credentials that focus on identifying and testing the knowledge and practical real-life experiences HR professionals around the world need to excel in their careers today. Earning your SHRM Certified Professional (SHRM-CP) or SHRM Senior Certified Professional (SHRM-SCP) credential establishes you as a recognized expert in the HR field. This intensive program combines expert instruction with the 2022 SHRM Learning System, so you will learn faster, retain more knowledge and stay on track as you prepare for the exam.

For more information on these credentials visit [www.SHRMCertification.org](http://www.SHRMCertification.org).

**Who Should Attend?**

* HR professionals qualified under SHRM requirements for SHRM-CP and SHRM-SCP certification who are preparing for the exam. Information on the qualifications necessary to take the certification exams can be found at: <http://www.shrm.org/certification/apply/eligibilitycriteria/pages/default.aspx>
* Individuals who want advanced education and training for a successful HR career.
* HR professionals wanting a broader education or to update their HR knowledge.
* HR professionals who want to enhance their marketability by gaining current HR knowledge.

**Certification Prep Course Topics Include:**

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

**People*** HR Strategic Planning
* Talent Acquisition
* Employee Engagement & Retention
* Learning & Development
* Total Rewards
 | **Organization*** Structure of the HR Function
* Organizational Effectiveness & Development
* Workforce Management
* Employee and Labor Relations
* Technology Management

**Workforce*** HR in the Global Context
* Diversity & Inclusion
* Risk Management
* Corporate Social Responsibility
* Employment Law & Regulations (the U.S. only)
 |

Lubbock SHRM Contact: Deborah Vasquez at lbkshrmcertification@gmail.com.

**REGISTRATION FORM**

**SHRM CERTIFICATION EXAM PREP COURSE**

**Submission Deadline: Thursday, September 12, 2022**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Name and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SHRM National Member # (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Class Schedule/Location**

9 a.m. to 5 p.m. at the LCU College of Business

|  |  |
| --- | --- |
| **September 23rd**Orientation: Certificate Overview, SHRM Competencies**,** HR Strategic Planning  | **October 7th** Organization Module Part 2: Workforce Management, Employee & Labor Relations, Technology Management, Workforce Module Part 1: HR in the Global Context  |
| **October 21st** People Module: Talent Acquisition, Employee Engagement & Retention, Learning & Development, Total Rewards (Part 1)  | **November 4th**Workforce Module Part 2: Diversity & Inclusion, Risk Management, Corporate Social Responsibilities, Employment Law & Regulations (U.S. only)  |
| **November 18th**Organization Module: Total Rewards (Part 2), Structure of HR, Organizational Effectiveness & Development  | **December 2nd**Practice Exam & Final Review of Materials  |

**Cost of the Certification Prep Classes**

**(Includes Classes, Lunch & Afternoon Snack at LCU,**

**Books, Exam Practice Tests & Access to the online SHRM Learning tools)**

|  |  |  |
| --- | --- | --- |
|  | **National SHRM Members** | **Non-National SHRM Members** |
| **Certification Prep Class** | **$1399.00** | **$1499.00** |

**Related Certification Costs that are *not* included in the cost of these Prep Classes include the Certification Exam Fee and Exam Registration Fee (http://www.shrm.org/certification/apply/examfees/pages/default.aspx)**

**Registration Forms**:

Email your Registration Form to Deborah Vasquez at Deborahv@jarvismetals.com or lshrmcertification@gmail.com.

**Method of Payment**:

Cash or check enclosed for $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please make Checks out to Lubbock SHRM)

**Payment mailed to** Lubbock SHRM, PO Box 64183, Lubbock TX  79464   Attn: Certification (Include a copy of your registration form)