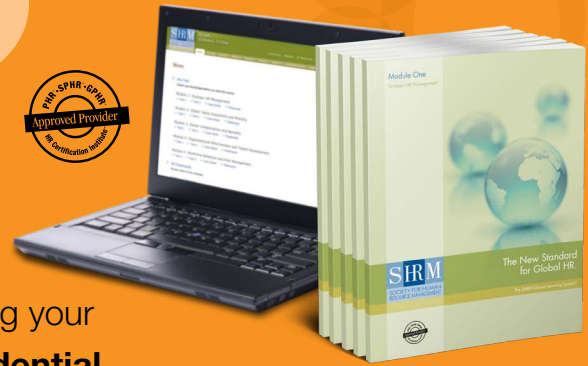


NOT SURE HOW TO BEGIN

Follow these simple steps and you're on your way to advancing your career and setting yourself apart by **earning your GPHR credential**.



Not ready to become certified?

Even if you're not yet eligible or ready to sit for the exam, the SHRM Global Learning System is an all-in-one global professional development tool. It includes materials reviewed by HR subject matter experts, a comprehensive glossary, an Online Resource Center that allows users to stay up-to-date on legislative changes as they occur, connection to experts for additional resources and answers, HR developments and more. The printed module workbooks serve as a valuable desktop reference.

- 1 Determine your eligibility:** The HR Certification Institute requires HR professionals sitting for the GPHR exam to have a combination of demonstrated work experience and education. For more information, visit www.hrci.org.
- 2 Choose the learning option that matches your preference.** Whether your goal is to increase your professional skills or train an entire department, the SHRM Global Learning System offers an instruction method that meets your needs.

Self-Study Program

Create your own study plans while devoting as much time as you like to any particular module or topic. Recommended study hours: Minimum of 65.

College/University Programs

Instructor-led spring courses generally run from **Jan – April**. Enrollment starts **Dec – Jan**. Online courses are also available throughout the year.

GPHR Certification Preparation Seminars (3 days)

Instructor-led programs held throughout the year.

Virtual GPHR Cert Prep (7 weeks)

Certification prep offered through a dynamic virtual classroom experience.

Organizational Training & Development Programs

Volume discounts are available.

1. Training Led by a SHRM-approved, certified instructor
2. Training Led by your instructors

- 3 Purchase the SHRM Global Learning System.**
- 4 Apply for the certification exam:** At the HR Certification Institute's website www.hrci.org by **March 9, 2012**. Late application deadline is **April 13, 2012**.
- 5 Locate a test site.**
- 6 Sit for your exam during the Spring Testing Window: May 1-31, 2012.**
- 7 Receive your preliminary unofficial results immediately following the exam.**
- 8 Begin using your credentials upon receiving your official test results in the mail.**