

Why earn the SHRM-CP/SHRM-SCP credential?

Prove you're a capable strategic thinker. Being certified indicates that you can deliver innovative and measurable business results.

INCREASE YOUR EARNING POTENTIAL

HR professionals who pass the SHRM certification exam report earning salaries 7% to 9% higher than peers who do not.

Gain readiness for any path your HR career takes. Certified professionals report a greater understanding of necessary skills.

Demonstrate your HR expertise. Among examinees, the top reason for pursuing SHRM certification was to enhance their credibility as HR professionals.

GET PROMOTED* Of SHRM-certified professionals who were promoted, 63% report that their credential was a key factor.

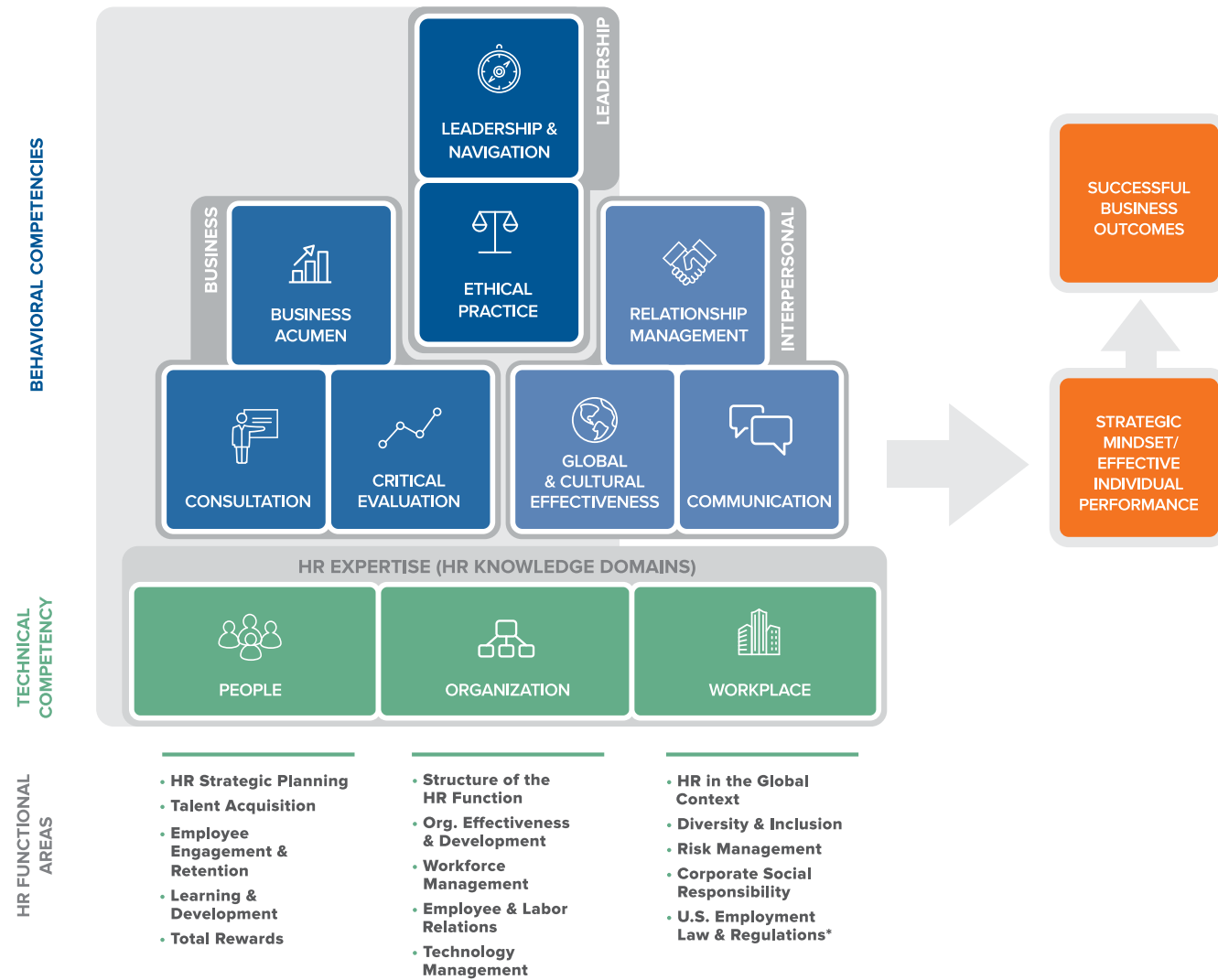
*Based on SHRM Study of HR Careers (sample of more than 1,000 HR professionals from 2015-17)

JOIN 100,000+
SHRM-Certified Professionals

ABOUT THE SHRM-CP AND SHRM-SCP CREDENTIALS

The SHRM Body of Competency and Knowledge™ (SHRM BoCK™) is the basis for the SHRM credentials. The SHRM BoCK describes the behavioral competencies and knowledge HR professionals need for effective job performance. SHRM's dual approach to understanding HR success is supported by empirical research and accredited by the Buros Center for Testing.

SHRM Body of Competency & Knowledge™



*Applicable only to examinees testing within the U.S.

Download the SHRM BoCK at shrmcertification.org/SHRMBoCK



YOUR JOURNEY THROUGH SHRM CERTIFICATION

Decide ▶ Apply ▶ Prepare ▶ Certify ▶ Recertify

shrmcertification.org

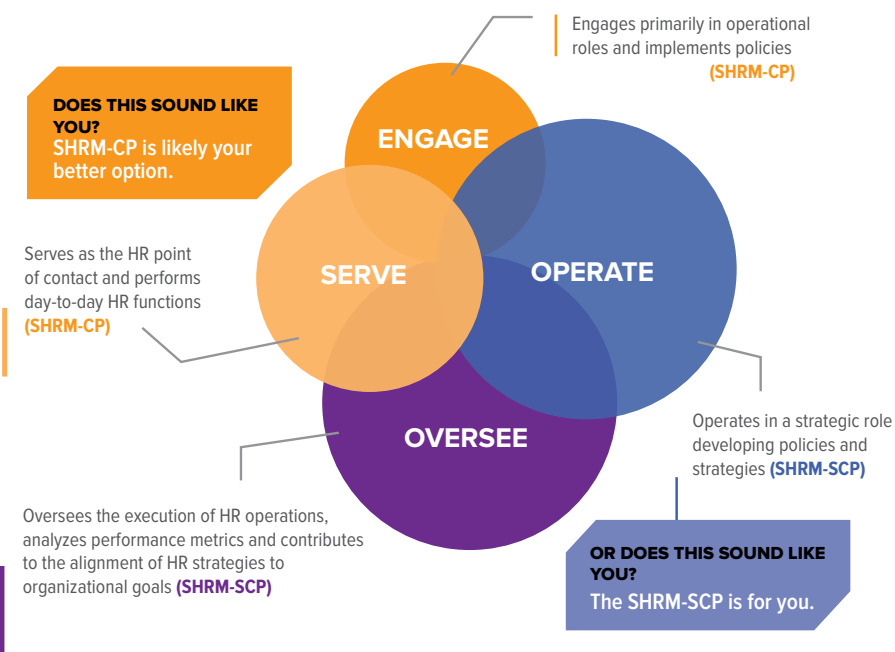


Professional development is easier with SHRM membership. Join today to earn professional development credits and save money!

SHRM certification gives you the opportunity to demonstrate mastery of the core competencies needed for success in today's business environment.

DETERMINE YOUR CREDENTIAL

Eligibility for the SHRM-CP and SHRM-SCP is based on a combination of education and HR-related work experience. Neither an HR title nor SHRM membership is required.



PREPARE FOR THE CERTIFICATION EXAM

The SHRM Learning System® is the leading resource to prepare for the SHRM-CP or SHRM-SCP exam. SHRM has designed several learning options to suit different learning styles, schedules, exam levels, group sizes and locations. Each option includes the SHRM Learning System. Choose the learning option that fits your preference:



Self-Study

PERSONAL STUDY PLAN*

Provides the ultimate flexibility for learning.

\$725 MEMBER
\$950 NONMEMBER

Instructor-Led (Available In Person and Virtually)

<p>SHRM COURSES**</p> <p>Offered directly from SHRM in cities across the U.S. Virtual options accessible worldwide.</p> <p>\$1,495 MEMBER \$1,755 NONMEMBER</p>	<p>SHRM-APPROVED EDUCATION PARTNERS</p> <p>Available at more than 275 colleges and universities worldwide.</p> <p>Program fees vary. Contact the partner nearest you.</p>	<p>SHRM POWER PREP**</p> <p>Condensed review tailored to your exam level with a heavy focus on test-taking skills.</p> <p>\$995 MEMBER \$1,270 NONMEMBER</p>	<p>PREPARE YOUR TEAM</p> <p>A customized program to meet your organization's specific needs.</p> <p>Contact us for a quote today.</p>
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*Additional fees apply for printed modules.
**Printed modules are included (\$125 value).

Learn more and access the Learning System demo at shrmcertification.org/learning

EXAM TESTING WINDOWS

Testing windows are the dates during which the exams are administered.

SPRING SHRM-CP/SHRM-SCP EXAM WINDOW June 1 – August 15, 2020

Applications Accepted: January 6, 2020
Early-Bird Application Deadline: April 10, 2020
Standard Application Deadline: May 15, 2020

WINTER SHRM-CP/SHRM-SCP EXAM WINDOW December 1, 2020 – February 15, 2021

Applications Accepted: June 1, 2020
Early-Bird Application Deadline: October 16, 2020
Standard Application Deadline: December 1, 2020

Apply online at shrmcertification.org/apply

Choose to take your exam from home, through remote proctoring, or take the exam in-person at a test center. Visit prometric.com/SHRM for details.

SHRM FOUNDATION SCHOLARSHIPS

Various professional development and certification scholarships are awarded by the SHRM Foundation. Learn more at shrmfoundation.org/scholarships

ELIGIBILITY CRITERIA

Credential	Less than a Bachelor's Degree*		Bachelor's Degree		Graduate Degree	
	HR-Related Program	Non-HR Program	HR-Related Degree	Non-HR Degree	HR-Related Degree	Non-HR Degree
SHRM-CP	3 years in HR role	4 years in HR role	1 year in HR role	2 years in HR role	Currently in HR role	1 year in HR role
SHRM-SCP	6 years in HR role	7 years in HR role	4 years in HR role	5 years in HR role	3 years in HR role	4 years in HR role

*Less than a bachelor's degree includes working toward a bachelor's degree, associate degree, some college, qualifying HR certificate program, high school diploma, or GED diploma.

- Applicants must demonstrate 1,000 hours devoted to HR-related activities in any calendar year. Part-time work qualifies.
- Individuals who have mixed roles—for example, office managers who have both administrative and HR responsibilities—may also have qualifying experience.
- Students may qualify if they are enrolled in their final year of a bachelor's or master's HR degree program at an educational institution aligned to SHRM's curriculum guidelines and have the requisite hours or HR experience gained through internship or work opportunities.
- Service members who have served or are serving in the human resources, personnel management, or recruiting and career counseling fields can count their time in these areas as HR-related experience. Those who have served or are serving in a leadership role performing HR-related duties in any of the 15 functional areas outlined in the SHRM BoCK™ may also count this experience.

For complete eligibility criteria and other details about the program, download a copy of the SHRM Certification Handbook at shrmcertification.org/certificationhandbook

MAINTAIN YOUR SHRM-CP OR SHRM-SCP

SHRM recertification is unique in that it supports professional development experiences that relate to the SHRM BoCK™. Credential-holders build and/or enhance knowledge and skills by participating in activities that:

Advance Your Education: Self-paced or instructor-led continuing education.

Advance Your Organization: Work projects that support organization goals and advance your expertise.

Advance Your Profession: Thought leadership, volunteerism and professional membership.

Track activities inside your SHRM Certification Portal. SHRM conferences, seminars, symposiums, and SHRM On Demand programs you attend are automatically uploaded.

RECERTIFICATION APPLICATION FEE

SHRM Members: \$100
Nonmembers: \$150

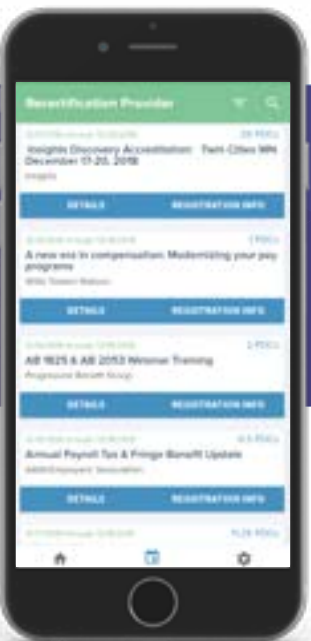
Learn more about recertification activities and access resources at shrmcertification.org/recertify

RECERTIFICATION ON THE GO!

Use the SHRM Certification app to load your professional development credits on the go.

Download the **SHRM Certification App Today!**

Search for "SHRM Certification" in the App Store or Google Play Store.



EARLY-BIRD EXAM FEE

\$300 SHRM MEMBER
\$400 NONMEMBER

STANDARD EXAM FEE

\$375 SHRM MEMBER
\$475 NONMEMBER

- Application Processing Fee: \$50 (included in exam fee)
- Transfer Fee: \$100**
- Retest Fee: Full exam fee

Exam application processing fee is nonrefundable.

**For expanded details related to the transfer fee, refer to the SHRM Certification Handbook at shrmcertification.org/certificationhandbook.