FALL 2015

Marist College, in cooperation with the Mid-Hudson Human Resource Association, offers a 12-week professional development program to prepare human resource professionals to sit for the SHRM-CP and SHRM-SCP certification examination.

Demonstrate your HR expertise and gain practical skills. Earn the competency-based SHRM-CP and SHRM-SCP credentials. Marist’s program uses the newly designed 2015 SHRM Learning System® for SHRM-CP/SHRM-SCP which features the most up-to-date and relevant study materials available today. This new and comprehensive program is filled with unique features, including innovative SmartStudy™ tools, comprehensive learning modules, and interactive online multi-media resources to help streamline study time, expand your competencies and knowledge and build confidence for passing the certification exam.

- **Assessment** – identify topics you already know and those areas that require more time and attention
- **Tests** – Test your situational judgment, knowledge and comprehension with more than 1,000 questions
- **Post-test** – Gain experience with the SHRM-CP/SHRM-SCP exam format by completing the post-test that mimics the certification exam in style, function, timing and weighted topics.
- **Online Resource Center** – Download flashcards (printed or online) and access HR updates, related links, feedback feature and more.

Only the 2015 SHRM Learning System is based on the comprehensive SHRM BoCK. The certification program covers behavioral competencies and functional knowledge areas within the themes of HR Competencies; People, Organization, Workplace and Strategy.

Who Should Attend

- HR Practitioners seeking advancement
- HR Professionals interested in national certification
- Managers, Specialists in HR, and other HR Practitioners interested in a functional overview of contemporary human resource management

Visit [shrmcertification.org/eligibility](http://shrmcertification.org/eligibility) for expanded certification eligibility requirements

Course Schedule Fall 2015

**Marist Fishkill Executive Center**

400 Westage Business Center Drive
Fishkill, New York 12524

For Directions to the Fishkill Center:
See [http://www.marist.edu/gpp/fishkill](http://www.marist.edu/gpp/fishkill)

Tuesday, September 1 to November 17, 2015
(12 sessions) 6 p.m. to 9 p.m.

Course Instructor

**Erin McGuinness**, SHRM-CP, PHR, has held several management positions throughout her ongoing career in human resources. She has supported various employee groups including union members, sales teams, operations, faculty members, administration, management and executive leadership. She is part of the Marist College Human Resources team, currently serving as Benefits Manager. Erin is also a board member of the Mid-Hudson Human Resources Association (MHHRA), currently serving as Certification Director.

Course Tuition and Fees

**Tuition:** $1,175 Non-members
$1,150 SHRM Members

Tuition includes a $25 non-refundable registration fee and the 2015 SHRM Learning System® for SHRM-CP/SHRM-SCP. No refunds can be given after the course begins.

Early bird discount: Register by August 1, 2015 and save $25.

Registration Deadline: August 25, 2015. Students registering after this date may incur additional shipping charges for materials.

**NOTE:** The SHRM-CP and SHRM-SCP certification examination requires a separate application and registration fee. Visit [shrmcertification.org/apply](http://shrmcertification.org/apply) for exam fees, application dates, and directions for applying to take the exam.
Registration for Certificate in Professional Human Resource Management
(If registering more than one person, please duplicate this form.)

Name:________________________________________________ E-mail Address:____________________________________

Home Address: ___________________________________________________ Evening Phone____________________

City/State/Zip ________________________________________________ SHRM Member?  □ Y □ N   Member #____________

Employer: ______________________________________________________ Title ________________________________

Business Address: _______________________________________________ Day Phone: ____________________________

City/State/Zip __________________________________________________________________________________________

How many years have you worked in human resource management?  ___________          ____Exempt           ____ Non-Exempt

Payment Method:
☐ Check enclosed (Payable to Marist College)   Check # _______________
☐ Bill my organization at address shown above   (Authorization letter must accompany registration)

Registration

Register by phone, fax, mail or in person. Payment is due at time of registration. Please make personal and business checks payable to Marist College.

By phone:  (845) 897-9648
By fax:   (845) 897-4653
By email:  fishkill.center@marist.edu
By mail:  Marist Fishkill Center
               400 Westage Business Center
               Fishkill, New York 12524

Class size is limited, call to reserve your space.

Marist College School of Global & Professional Programs

The School of Global & Professional Programs offers many undergraduate, graduate and certificate programs, including but not limited to:

• ABA Approved Paralegal Program

• Online & Onground B.A. Degree Completion Program

• Organizational Leadership and Communication Accelerated Bachelor’s Degree Completion Program.