

SHRM-CP/SHRM-SCP Certification Course Scholarship Application

The purpose of the HRAM SHRM-CP/SHRM-SCP Certification Scholarship is to provide financial assistance to HRAM members who are interested in obtaining SHRM-CP or SHRM-SCP Certification and are not being reimbursed from their employer or other sources. The recipient must be a HRAM member to apply for this scholarship.

Scholarship Requirements

- Current HRAM member in good standing
- Current Attendee participating in the Certification Course
- Submission of completed Scholarship Application
- Education, degree or related experience
- Submission of current resume
- Reimbursement not received from employer or other sources

Scholarship Selection Process

The Scholarship Application must be submitted via email by July 17, 2017. The Certification Committee Chair(s) and respective HRAM Vice-President will evaluate the scholarship applications. The recipients of the SHRM-CP/SHRM-SCP Certification Course Scholarship will be notified within 2 weeks of application submission. The recipient will be notified via email and phone. The fees for the course will be waived with this scholarship. The recipient will need to submit their course registration online through the UNO site to start receiving information.

SHRM-CP/SHRM-SCP Certification Course Instructional Format and Material

The SHRM-CP/SHRM-SCP Certification Course uses a SHRM Learning System instructor-led, on-line course to expand attendee's human resource knowledge and prepare them for the SHRM Certified Professional (SHRM-CP) or the SHRM Senior Certified Professional (SHRM-SCP) exam. This prep course is designed for individuals interested in preparing for the SHRM-CP/SHRM-SCP exam, achieving professional advancement and building confidence for addressing today's HR challenges.

Study Group Tools: 2017 SHRM Learning System

This study group is based on the SHRM Learning System, a comprehensive exam preparation tool that combines online learning modules and interactive study tools based on the SHRM BoCK to help understand and apply behavioral competencies & HR knowledge.

The total course runs for 12 weeks. It is highly recommended that each student complete both the discussion and case for his/her weakest content area.

Upon request, participants who complete the Certification course are awarded a Certificate of Completion. Continuing Education hours will be available.

Completed Scholarship Applications should be mailed to the HRAM office by July 17, 2017:

**HRAM
Rockbrook Village
11060 Oak Street, Suite 5
Omaha, NE 68144**

SHRM-CP/SHRM-SCP Certification Course Scholarship Application

Human Resource Association of the Midlands SHRM-CP/SHRM-SCP Certification Course Scholarship Application

SHRM-CP/SHRM-SCP Certification Exam Eligibility Requirements

Applicants must meet specific educational and work experience criteria at the time they submit their application in order to be eligible to sit for the SHRM-CP or SHRM-SCP exam.

The following general eligibility criteria, listed below, also apply:

- HR-related experience relates to work in any of the 15 functional areas of HR knowledge which comprise the technical competency *HR Expertise*, identified in the [SHRM BoCK](#).
- Applicants are not required to hold an HR title. The critical factor in determining eligibility is your HR-related work as opposed to your job title.
- Applicants must be able to demonstrate that they devoted at least 1,000 hours to HR-related activities in any calendar year to qualify as having a year of HR-related experience. More than 1,000 hours in a calendar year does not equate to more than 1 year of experience.
- Part-time work qualifies as long as the 1,000-hour standard is met within a calendar year.
- Individuals who have mixed roles—for example, office managers who have both administrative and HR responsibilities—may also have qualifying experience, as long as HR-related duties total at least 1,000 hours in a calendar year. Supervising employees in and of itself is not considered qualifying HR-related experience.
- Experience may be either exempt or nonexempt.
- SHRM membership is not required.

Student Eligibility:

Beginning with the Winter 2017 (Dec. 1, 2017–Feb.15, 2018) testing window, students who are enrolled in their final year of an undergraduate or graduate degree program at a college or university that has been approved by SHRM's Academic Initiatives Department as being aligned to SHRM's curriculum guidelines, and who have accumulated at least 500 hours of an internship or practical HR experience, are eligible to sit for the SHRM-CP exam. See a current listing of approved schools at shrm.org/academics/programdirectory. For application procedures, contact your program administrator.

SHRM-CP/SHRM-SCP Certification is not granted until you have successfully completed the Certification exam and met all other requirements.

*The above eligibility requirements are those established by SHRM.
Any questions regarding eligibility should be directed to SHRM*

SHRM-CP/SHRM-SCP Certification Course Scholarship Application

The SHRM-CP/SHRM-SCP Certification Scholarship provides support to HRAM members that attend the Certification Course. The scholarship only applies to HRAM members that are required to personally pay for the Certification Course. You must be a HRAM member to apply for this scholarship.

Last Name: _____ First Name: _____

Employer: _____ Title: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Are you a current HRAM member? Yes No

How long have you been a HRAM member? _____

Are you a current SHRM member? Yes No Membership #: _____

Education & Training

School Attended	Field of Study	Degree(s)

Employment (most recent 3 employers beginning with current employer)

Name of Employer(s)	Title	Dates

HRAM/SHRM Involvement:

SHRM-CP/SHRM-SCP Certification Course Scholarship Application

Other Professional Organizations/Community Involvement:

Please complete the following questions:

1. Why are you interested in SHRM-CP/SHRM-SCP certification?

2. How will you further the Human Resources profession by obtaining your designation?

3. Tell us why you should be the recipient of the HRAM scholarship?

Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Return form by July 17, 2017 to:
HRAM
Rockbrook Village, 11060 Oak Street, Suite 5
Omaha, NE 68144
Phone: (402) 932-1007
Fax: (402) 932-1095

FOR OFFICE USE ONLY:

Received: _____ Entered: _____ Paid: _____ Add'l _____