

Register today! Class size is limited.

Course Schedule

TBD

Location

The Learning Center for
Rapides Parish
Alexandria, Rm. 226

Course Investment: \$825* (Includes classroom instruction and SHRM Learning System materials)

How to register:

Online: Visit our Web site at www.nsula.edu/ece

Phone: Call 800-376-2422. Please be prepared to provide credit card information.

Fax: Fax the completed registration form and credit card information to 318-357-5573.

Mail: Mail the completed registration form and check, P.O., or credit card information to: NSU, Office of Electronic and Continuing Education, Dodd Hall, Rm. 100, Natchitoches, LA 71497.

Name _____

Title _____

Organization _____

Address _____

City _____ State _____ Zip _____

Home phone _____

Business phone _____

Fax _____

E-mail _____

SHRM member number (optional) _____

Method of Payment

Check enclosed. (Make checks payable to NSU.)

P.O. # _____ (Copy of P.O. required.)

Credit Card: Visa MasterCard Amex CVV2#

Account # _____

Cardholder name _____

Signature _____

For more information, contact ECE at 800-376-2422 or at bedgoodm@nsula.edu.

Classes without sufficient enrollment will be cancelled and a full refund will be issued. No refund will be issued after the class begins.

QUALITY INSTRUCTION

Ed Taylor is the instructor for this course. He has worked at Cleco Corporation for over twenty-two years and has been manager of HR for over four years. Mr. Taylor does hold the SPHR certification.

Enroll today in Northwestern State University's
SHRM Learning System® Course.
Classes start TBD

Visit www.nsula.edu/ece for details.



**Earn the designation
that sets you apart.**

The SHRM Learning System®

Society for Human Resource Management Certificate Prep Course

Dates Offered: TBD

Enroll today in a 10 week program designed to expand your HR knowledge and skills and prepare you for the Professional in Human Resources (PHR®) or Senior Professional in Human Resources (SPHR®) certification exams.

For more information or to enroll, visit www.nsula.edu/ece or call 800-376-2422.



Prepare for HR certification with Northwestern State University

If you've been planning to enhance your HR skills and knowledge and prepare for the Professional in Human Resources (PHR®) or Senior Professional in Human Resources (SPHR®) designation, now is the time to enroll in our course.

We offer this program in partnership with the Society for Human Resource Management (SHRM). The curriculum covers the newly updated 2009 HR Certification Institute body of knowledge which develops HR competencies and decision-making skills.

As a certification preparation program, it consistently beats the national pass rate.

By attending our course, you will develop new knowledge and skills that will improve your workplace effectiveness immediately. You also get the added benefit of:

- A structured classroom environment helps you stay on track.
- An experienced instructor to explain concepts and apply them to your industry.
- Opportunities to network and share real-world experiences with other HR professionals.
- Training that's close to home and that qualifies for most employer tuition assistance programs.
- 3.5 continuing education units (CEUs) for successful completion of the course.

IS THIS COURSE RIGHT FOR YOU?

The course is designed for managers and staff in human resource or general management or:

- HR professionals planning to take the PHR® or SPHR® certification exam (you must have at least two years of exempt-level experience).
- Certified HR professionals needing recertification credits.
- HR practitioners seeking professional development to advance their careers.
- Experienced managers who are new to the HR field.
- Other mid-level managers pursuing a career change or promotion.

FEATURES THAT DELIVER

As part of your tuition, you will receive the internationally recognized *SHRM Learning System*® which includes workbooks, software, and online tools. In addition to classroom benefits, this program offers a variety of study features that reinforce concepts to help you prepare for the certification exam:

- Comprehensive bank of test questions – more than 1,600 in all.
- Practice tests that use a format similar to the HR Certification Institute exam format.
- An interactive case study featuring real-life scenarios to apply concepts learned throughout the course.
- SPHR Preparation Book to help you take a more strategic approach, applying information across functional areas.
- Access to the *SHRM Learning System Resource Center*, featuring HR updates, two new Webcasts, test-taking tips, related links, and eFlashcards that can be printed or downloaded to a PDA.



The SHRM Learning System pass rate consistently beats the national average.

Northwestern State University
Office of Electronic and Continuing Education
In cooperation with the
Society for Human Resource Management

COMPREHENSIVE HR TRAINING

The SHRM Learning System course is segmented into six learning modules that cover HR topics that are most relevant to today's HR profession and are tested on the HR Certification Institute exams.

- Strategic Management
- Workforce Planning and Employment
- Human Resource Development
- Total Rewards
- Employee and Labor Relations
- Risk Management

You will also receive an SPHR Preparation Book specifically devoted to SPHR certification preparation.

WHY BECOME CERTIFIED?

- **Recognition:** Earn national recognition for your HR experience, knowledge, and skills.
- **Career:** Through certification preparation, become more effective and valuable in your current HR position or prepare for your next career move.
- **Dedication:** Prove your dedication to HR and desire for career advancement to your employer.

If you have any further questions regarding the PHR or SPHR exams, please visit www.hrci.org, call 866-898-4724, or e-mail info@hrci.org.

Be prepared with the Society for Human Resource Management Certificate Prep Course. While there is no single course of study that guarantees success on the HR Certification Institute exams, the SHRM Learning System has effectively helped thousands of individuals prepare for certification.