

# Senior Professional in Human Resources (SPHR)

## Training and Certification

**Skillsoft is an approved content provider for the HR Certification Institute (HRCI)**, the credentialing affiliate of the Society for Human Resource Management (SHRM), the world's largest association devoted to professional human resource management. Human Resource certification demonstrates mastery of the HR body of knowledge and is widely accepted as a symbol of professional achievement. HRCI offers three certifications: PHR (Professional in Human Resources), SPHR (Senior Professional in Human Resources) and GPHR (Global Professional in Human Resources). To obtain certification, candidates must have at least two years of exempt level HR work experience, as well as demonstrate mastery of the HR body of knowledge by passing a certification exam. To learn more about the certification requirements, please visit <http://www.hrci.org/Certification/OV/>



### Senior Professional in Human Resources (SPHR) (HRCI/SPHR-aligned) (21 courses)

1. Human Resources Core Knowledge: Skills, Concepts, and Tools	<a href="#">hr_09_a01_bs_enus</a>
2. Human Resources Core Knowledge: Functions and Activities	<a href="#">hr_09_a02_bs_enus</a>
3. Business Management and Strategy: The HR Function and Business Environment	<a href="#">hr_10_a01_bs_enus</a>
4. Business Management and Strategy: HR and the Strategic Planning Process	<a href="#">hr_10_a02_bs_enus</a>
5. Business Management and Strategy: HR Functions and Roles	<a href="#">hr_10_a03_bs_enus</a>
6. Workforce Planning and Employment: Employment Legislation	<a href="#">hr_11_a01_bs_enus</a>
7. Workforce Planning and Employment: Recruitment Strategies	<a href="#">hr_11_a02_bs_enus</a>
8. Workforce Planning and Employment: Sourcing and Selecting Candidates	<a href="#">hr_11_a03_bs_enus</a>
9. Workforce Planning and Employment: Orientation, Onboarding, and Exit Strategies	<a href="#">hr_11_a04_bs_enus</a>
10. Human Resource Development: Regulations and Organizational Development	<a href="#">hr_12_a01_bs_enus</a>
11. Human Resource Development: Employee Training	<a href="#">hr_12_a02_bs_enus</a>
12. Human Resource Development: Performance Appraisal and Talent Management	<a href="#">hr_12_a03_bs_enus</a>
13. Compensation and Benefits: Regulations, Strategies, and Needs Assessment	<a href="#">hr_13_a01_bs_enus</a>
14. Compensation and Benefits: Managing Policies, Programs, and Activities	<a href="#">hr_13_a02_bs_enus</a>
15. Compensation and Benefits: Organizational Responsibilities	<a href="#">hr_13_a03_bs_enus</a>
16. Employee and Labor Relations: Employment Regulations and Organizational Programs	<a href="#">hr_14_a01_bs_enus</a>
17. Employee and Labor Relations: Behavioral and Disciplinary Issues and Resolution	<a href="#">hr_14_a02_bs_enus</a>
18. Employee and Labor Relations: Unions and Collective Bargaining	<a href="#">hr_14_a03_bs_enus</a>
19. Risk Management: Organizational Risk and Safety and Health Legislation	<a href="#">hr_15_a01_bs_enus</a>
20. Risk Management: Workplace Safety, Security, and Privacy	<a href="#">hr_15_a02_bs_enus</a>
21. Strategic HR for SPHR Exam Candidates Part I	<a href="#">hr_16_a01_bs_enus</a>

**Cost: US\$658.00 (volume pricing available)**

## PHR® ELIGIBILITY

1 year of demonstrated professional (exempt-level) HR experience with a master's degree or higher

2 years of demonstrated professional (exempt-level) HR experience with a bachelor's degree

4 years of demonstrated professional (exempt-level) HR experience with less than a bachelor's degree

## SPHR® ELIGIBILITY

4 years of demonstrated professional (exempt-level) HR experience with a master's degree or higher

5 years of demonstrated professional (exempt-level) HR experience with a bachelor's degree

7 years of demonstrated professional (exempt-level) HR experience with less than a bachelor's degree

## Fees

	PHR	SPHR	GPHR	PHR-CA/ SPHR-CA
Price	\$400 USD	\$525 USD	\$525 USD	\$325 USD
Alliance Member Price	\$350 USD	\$475 USD	\$475 USD	\$275 USD

All prices include a US\$75 nonrefundable application fee.

A US\$75 nonrefundable late fee will be applied on applications received after the regular deadline.

## 2013 Exam Application Submission Dates

	Testing Dates	Applications Accepted	Late Applications Accepted*
<b>Spring</b>			
PHR/SPHR	May 1-June 30	Jan. 22 - Mar. 22	Mar. 23 - April 19
GPHR/CA	May 1 - May 31	Jan. 22 - Mar. 22	Mar. 23 - April 19
<b>Winter</b>			
PHR/SPHR	Dec. 1 -Jan. 31	July 15 - Oct. 4	Oct. 5 - Nov. 8
GPHR/CA	Dec. 1-31	July 15 - Oct. 4	Oct. 5 - Nov. 8

\*A \$75.00 USD nonrefundable late fee is applied to all applications submitted during this time.