

# THINK EMP<sup>○</sup>OWERMENT.

NEXT GENERATION CREDENTIALS FOR HR PROFESSIONALS  
Relevant. Elevated.



**SHRM<sup>®</sup> CERTIFICATION**  
**SHRM-CP<sup>™</sup> AND SHRM-SCP<sup>™</sup>**

 **PERSOLKELLY**  
CONSULTING

IN PARTNERSHIP WITH  
  
SOCIETY FOR HUMAN  
RESOURCE MANAGEMENT



# SHRM Certified Professional Program Structure

<b>Day 1</b> Attend Workshop 1  (Full-day sessions) Facilitated by trainers from SHRM	<b>Module 1</b> HR Competencies  <b>Module 2</b> Organisation
<b>Day 2</b> Attend Workshop 2  (Full-day sessions) Facilitated by trainers from SHRM	<b>Module 3</b> Strategy  <b>Module 4</b> People
<b>Day 3</b> Attend Workshop 3  (Full-day sessions) Facilitated by trainers from SHRM	<b>Module 5</b> Workforce



<b>Individual Preparation (6 months)</b>
<ul style="list-style-type: none"> <li>• SHRM workshop (3 days)</li> <li>• Self study program</li> <li>• SHRM education partner programs</li> </ul>



<b>Exam Registration</b>
<b>Exam Cycles</b> A. 1 May to 15 July Application deadline: 23 March Late application deadline*: 13 April  B. 1 December to 15 February Application deadline: 19 October Late application deadline*: 9 November Recertification is required every three years through demonstrated professional development (preferred method) or retaking the exam. (*additional late application fee is USD\$75)



<b>Take Online Assessment</b>
-------------------------------

<b>Exam eligibility requirements</b>  Currently in HR roles for HR-related graduate degree OR 1 year in HR role for non-HR graduate degree  OR  1 year in HR roles for HR-related bachelor's degree OR 2 years in HR roles for non-HR bachelor's degree  OR  3 years in HR roles for HR-related degree (less than a bachelor's degree) OR 4 years in HR role for non-HR degree (less than a bachelor's degree)
<b>Exam format and length</b>  Computer-based experience 160 questions (160 multiple choice questions, of which approximately 95 are stand-alone knowledge-based questions and approximately 65 are situational judgment items)
<b>Method of Study</b>  3-day in-person workshop sessions with SHRM trainers and self-study/preparation by candidates
<b>Program Duration</b>  3-day instructor-led preparatory program
<b>Program Fee</b>  Please contact our local representative

**SHRM Certified Professional (SHRM-CP):**

For HR professionals who are engaged in implementing policies and strategies, serving as the point of contact for staff and stakeholders, delivering HR services, and performing operational HR functions.

<b>Day 1</b> Attend Workshop 1	Module 1 HR Competencies
(Full-day sessions) Facilitated by trainers from SHRM	Module 2 Organisation
<b>Day 2</b> Attend Workshop 2	Module 3 Strategy
(Full-day sessions) Facilitated by trainers from SHRM	Module 4 People
<b>Day 3</b> Attend Workshop 3	Module 5 Workforce
(Full-day sessions) Facilitated by trainers from SHRM	



Individual Preparation (6 months)
<ul style="list-style-type: none"> <li>• SHRM workshop (3 days)</li> <li>• Self study program</li> <li>• SHRM education partner programs</li> </ul>



Exam Registration
<p><b>Exam Cycles</b></p> <p>C. 1 May to 15 July Application deadline: 23 March Late application deadline*: 13 April</p> <p>D. 1 December to 15 February Application deadline: 19 October Late application deadline*: 9 November Recertification is required every three years through demonstrated professional development (preferred method) or retaking the exam. (*additional late application fee is USD\$75)</p>



Take Online Assessment
------------------------

## Exam eligibility requirements

3 years in HR role for HR-related graduate degree OR  
4 years in HR role for non HR-related graduate degree

OR

4 years in HR role for HR-related bachelor's degree OR  
5 years in HR role for non-HR bachelor's degree

OR

6 years in HR role for HR-related degree (less than a bachelor's degree) OR 7 years in HR role for non-HR degree (less than a bachelor's degree)

## Exam format and length

160 questions  
(160 multiple choice questions, of which approximately 95 are stand-alone knowledge-based questions and approximately 65 are situational judgment items)

## Method of Study

3-day in-person workshop sessions with SHRM trainers and self-study/preparation by candidates

## Program Duration

3-day instructor-led preparatory program

## Program Fee

Please contact our local representative

## SHRM Senior Certified Professional (SHRM-SCP):

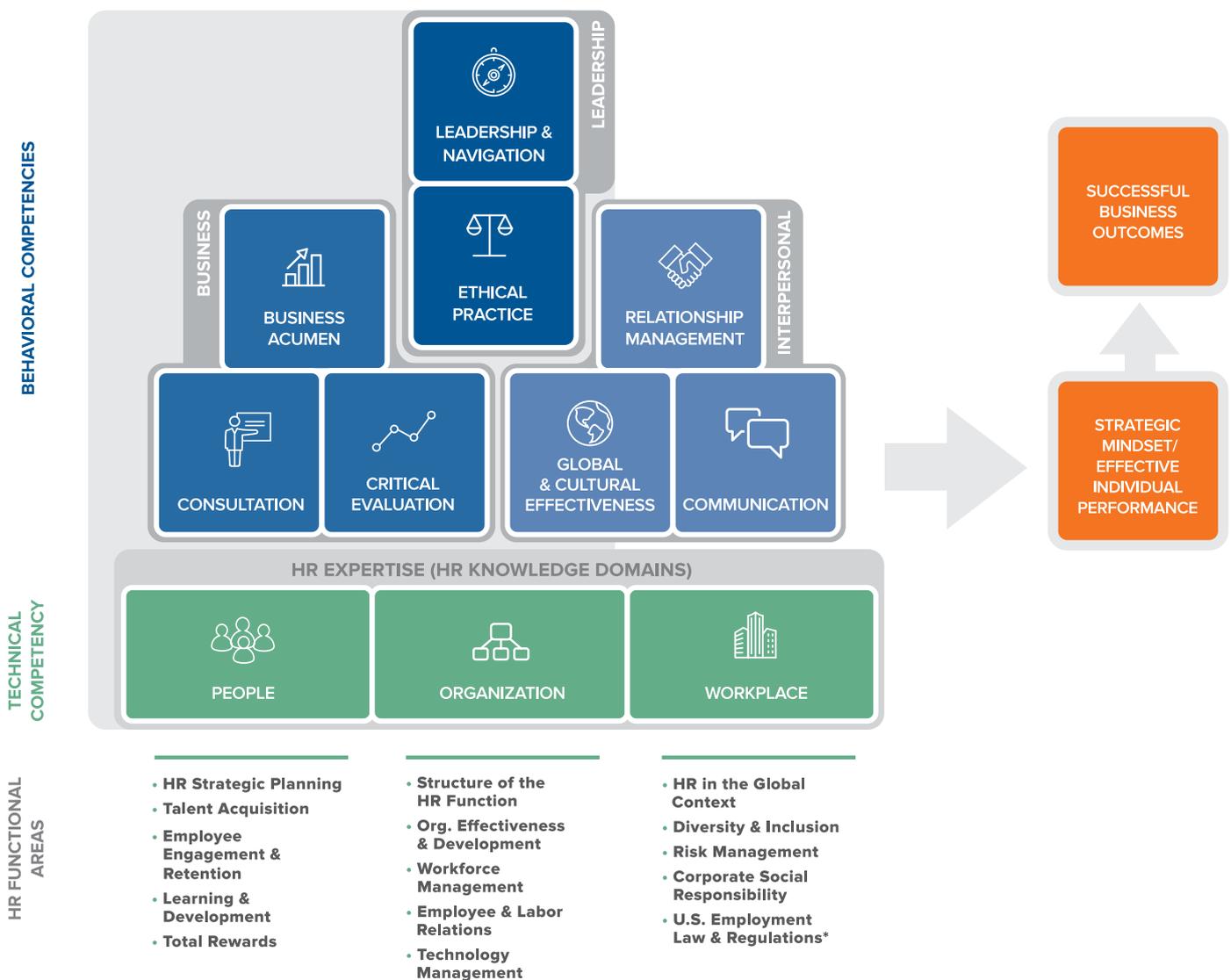
For HR professionals who are engaged in developing strategies, leading the HR function, fostering influence in the community, analysing performance metrics, and aligning HR strategies to organisational goals.

# SHRM BoCK™ (Body of Competency and Knowledge)

## Meeting the needs of today's new reality in the HR profession

As the leading advocate for HR professionals worldwide, SHRM conducted an intensive research study to define the competencies and knowledge relevant to today's global HR professional. Through these efforts, a clear picture emerged of what is expected of future HR professionals and leaders.

# SHRM Body of Competency and Knowledge™



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

## The HR Business and Management Professional Program

As part of its initiative to strengthen human resource (HR) capabilities in Asia, PERSOLKELLY Consulting has partnered with Society for Human Resource Management (SHRM) to offer this program, which aims to enhance the practitioners in the region to develop competencies in line with international standards. They provide essential prerequisite knowledge and skills for HR professionals to expand their generalist knowledge and to build their foundation in HR.

### SHRM-CP and SHRM-SCP

Both credentials SHRM Certified Professional (SHRM-CPSM<sup>SM</sup>) and SHRM Senior Certified Professional (SHRM-SCPSM<sup>SM</sup>) were developed to validate core HR knowledge and skills in demonstrating mastery of generally accepted principles, independent of geographic region, from professionals practicing HR outside of the United States. Through demonstrated knowledge, the credentials enhance the credibility of HR professionals and the organisations they serve. The SHRM-CP and SHRM-SCP program was launched on 5 January 2015 by SHRM after years of research to define the competencies and knowledge relevant to today's global HR professional. SHRM regards the SHRM-CP and SHRM-SCP as the new standard in certification for the HR profession. By incorporating key HR competencies into the SHRM-CP and SHRM-SCP, SHRM is enhancing the relevance of the new certifications. SHRM's new credentials demonstrate to the global business community that the credential holder has strong abilities in both aspects of HR practice competency and knowledge that are required for effective job performance.

The new SHRM certification recognises that HR professionals are at the core of leading organisational success:

- It is built on one singular SHRM Body of Competency and Knowledge (SHRM BoCK) designed to elevate the HR profession around the world.
- It tests the HR professional's competency – the ability to put that knowledge to work through critical thinking and application.
- It demonstrates that the HR professional is a technical expert and has mastered the application of HR technical and behavioural competencies, through practice and experience to drive business results.

### Benefits for Employers

Invest in developing competent HR professionals to partner with you in managing your people	Provide your HR practitioners with relevant skills and qualifications to perform their roles effectively	Demonstrate your commitment to upskill your HR practitioners	Develop your HR practitioners to have skills and experience which have been assessed against a professional recognition framework
---	--	--	---

### Benefits for HR Practitioners

Gain a professional certification which is internationally recognised	Enhance your generalist knowledge in HR	Stay up to date with the latest developments in HR
Access essential resources and information relevant to your profession	Advance your career with the establishment of professional networks	Get access to our online resource center and email helpline that provides HR support through all stages of the employment life cycle

## About PERSOLKELLY Consulting

PERSOLKELLY Consulting aspires to be a leading global human resource consulting and professional services organisation committed to shape the future workforce by empowering individuals, organisations and societies.

To further align the corporate brand strategy, PERSOLKELLY Consulting is a rebrand of BTI Consultants in Asia and Intelligence SMC in Hong Kong. These brands combine their vast experiences and knowledge in innovative talent development, HR & Management advisory, organisational effectiveness and insights-driven HR solutions to achieve optimal results for their clients in the regions.

Today, PERSOLKELLY Consulting is represented in 6 countries, including Hong Kong, India, Indonesia, Malaysia, Singapore and China (operating under Intelligence Anchor Consulting). It is also in active collaboration with PERSOL Research and Consulting in Japan.

PERSOLKELLY Consulting is an entity within the PERSOLKELLY company, a joint venture between PERSOL Group, and Kelly Services, Inc, forming one of the largest recruitment companies in Asia Pacific.

[www.persolkellyconsulting.com](http://www.persolkellyconsulting.com)

## About Society for Human Resource Management (SHRM)

Founded in 1948, the Society for Human Resource Management (SHRM) is the world's largest HR membership organization devoted to human resource management. Representing more than 275,000 members in over 160 countries, the Society is the leading provider of resources to serve the needs of HR professionals and advance the professional practice of human resource management. SHRM has more than 575 affiliated chapters within the United States and subsidiary offices in China, India and United Arab Emirates.

SHRM provides resources, global best practices and a network of valuable contacts to more than 5,000 members in over 140 countries, in addition to U.S.-based HR professionals involved in global HR. As part of SHRM's commitment to developing the HR profession globally, SHRM opened offices in Beijing, China, and Mumbai, India, to help establish important two-way relationships, provide education and facilitate the advancement of HR.

[www.shrm.org](http://www.shrm.org)



### Singapore

6 Battery Road #38-01 Singapore 049909  
Tel: +65 6603 3368 Fax: +65 6532 0107

### Malaysia

Level 32.1, Menara Standard Chartered  
30 Jalan Sultan Ismail,  
50250 Kuala Lumpur, Malaysia  
Tel: +603 2119 6988 Fax: +603 2141 0639

### Indonesia

Mayapada Tower, 9<sup>th</sup> Floor, Suite 09-05  
Jl. Jend. Sudirman Kav 28, Jakarta 12920, Indonesia  
Tel: +62 21 521 3630 Fax: +62 21 521 3629

### India

902, 9<sup>th</sup> Floor, Tower B, Global Business Park,  
MG Road, Gurugram – 122001 (Haryana), India  
Tel: +91 12 4430 0323-26 Fax: +91 12 4406 8689

[contact@persolkellyconsulting.com](mailto:contact@persolkellyconsulting.com)