



**CHESAPEAKE HUMAN RESOURCES ASSOCIATION
Fall 2013 PHR AND SPHR CERTIFICATION PREPARATION
TUESDAY 11-WEEK EVENING CLASS IN TOWSON**

PHR/SPHR CERTIFICATION PREPARATION CLASS

This educational session is an instructor-led 33-hour, 11-week class designed to maximize learning opportunities as participants prepare for the HR Certification Institute (HRCI) PHR or SPHR certification exam using the SHRM Learning System. This structured classroom setting will include in-depth discussions and group peer interactions as well as the review of example test questions. The PHR/SPHR certification preparation class is ideal for those looking for a broad overview of all HR functions to increase HR knowledge while preparing for the PHR or SPHR certification exam. Our instructor is an expert in the HR field and can be an invaluable resource during certification preparation. For more information regarding HRCI exam eligibility requirements, registration and cost, visit the HRCI web site at www.hrci.org or contact HRCI at 1-866-898-4724 for the no-cost *HRCI 2013 Certification Policies and Procedures Handbook*.

~ Fall 2012 PHR/SPHR Certification Preparation Class Testimonial ~

For anyone considering PHR/SPHR certification...you cannot miss the CHRA PHR/SPHR Certification Preparation class led by Helene Schaefer, SPHR! Not only will you receive the full SHRM Learning System and all of the tools, you also receive a true HR professional who is genuinely interested in assuring you will pass the exam. Helene does more than just present the SHRM body of knowledge. She focuses on key information commonly found on the test. She also helps you know what topics and areas you may still need to focus on and further review with her many quizzes and tests. She makes each of the sessions a personal learning lesson by giving appropriate PHR/SPHR content to prepare you. You will understand your learning style, how to tackle test-taking trickery, and be confident that you know what is needed to pass the exam. I could not have passed without Helene's professional teaching skills, encouragement and shared knowledge of her experiences in Human Resources. Thank you CHRA for sponsoring the PHR/SPHR Certification Preparation classes!

~ Sandra M. Chronister, SPHR ~

INSTRUCTOR SUMMARY OF QUALIFICATIONS

Helene P. Schaefer, SPHR is the Vice President of HResults, Inc. and brings more than 25 years of progressive HR generalist union and non-union experience in multi-sized, multi-location, profit, non-profit and public organizations. Training experience includes teaching PHR/SPHR certification preparation classes, HR-related workshops providing HRCI recertification credits for certified PHR, GPHR and SPHR professionals, and HR Management undergraduate courses at the University of Baltimore. Additionally, the HR Certification Institute invited the instructor twice to participate in the item-writing process for the development of PHR and SPHR exam questions.

PHR/SPHR PROFESSIONAL CERTIFICATION PREPARATION CLASS (33 hours within 11 consecutive weeks)

TUESDAY EVENING DATES/TIME: September 17, 2013 through November 26, 2013 — 5:30 PM to 8:30 PM

LOCATION: Abilities Network Training Institute — 8503 LaSalle Road — Towson, MD 21286

REGISTRATION *(print or type)*

Name: _____ Position Title: _____
 Organization: _____ Number of Employees: _____
 Work Address: _____ City/State/Zip: _____
 Work Phone: _____ Cell Phone: _____
 Fax Number: _____ E-mail Address: _____

PLEASE CHECK: (Fee includes: SHRM Learning System modules, online software, classroom sessions, example test questions and special handouts)

<input type="checkbox"/> SHRM MD State Chapter or <input type="checkbox"/> CHRA Member	<input type="checkbox"/> Non-SHRM MD State Chapter or <input type="checkbox"/> Non-CHRA Member
<input type="checkbox"/> Regular Registration Fee \$ 1145	<input type="checkbox"/> Regular Registration Fee \$ 1195
<input type="checkbox"/> Early Registration Fee \$ 1095	<input type="checkbox"/> Early Registration Fee \$ 1145

Early registration fee must be received by CHRA no later than September 3, 2013 and registration closes on September 10, 2013.

Payment Options

Check enclosed payable to CHRA Charge to: VISA/MC/American Express
 Card #: _____ Card Holder Name: _____
 Expiration Date: _____ Signature: _____

Questions regarding registration can be directed to CHRA at 410-752-3318, and the completed registration form, along with payment, should be mailed to CHRA, 720 Light Street, Baltimore, MD 21230 or faxed to 410-752-8295. Early class withdrawal may receive a refund, but would be subject to a 25% cancellation fee. Refunds will not be available two weeks prior to the start of the class.

Questions regarding the classroom format should be sent to Helene Schaefer, SPHR at hschaefer@hresultsinc.com. For additional information about professional certification, contact Jeri Hawthorne SPHR/GPHR at jeri.hawthorne@constellation.com.