

HR MANAGEMENT CERTIFICATE

Exam Voucher



UNIVERSITY OF
GEORGIA
Center for Continuing
Education & Hotel

The University of Georgia Center for Continuing Education is excited to present the opportunity to purchase a SHRM-CP or SHRM-SCP exam seat as an exclusive offer to registered participants in the HR Management Certificate course. Through our offer, you can now buy an exam seat in advance for the reduced rate of \$277 per exam (includes the \$50 application fee, the \$220 exam fee, & a \$7 credit card fee). This is a fixed price representing ~\$20 to \$120 savings for you.

This offer is only for the following SHRM TESTING WINDOW:

2022 Window 1 Testing: May 1 - July 15, 2022

SHRM EXAM APPLICATIONS ACCEPTED	UGA VOUCHER PAYMENT DUE	STANDARD APPLICATION DEADLINE
January 3, 2022	March 1, 2022	April 8, 2022

The testing windows are the dates during which the exams are administered. The application dates are when candidates can apply for the exam.

Please note: The exam application deadlines close at 11:59 PM, ET.

It is the responsibility of the participant to ensure eligibility before voucher purchase. Minimum eligibility requirements are listed below. For more details, visit the SHRM application webpage:

<https://www.shrm.org/certification/apply/eligibility-criteria/>

SHRM-CP AND SHRM-SCP ELIGIBILITY CHART

Credential	Less than a Bachelor's Degree		Bachelor's Degree		Graduate Degree	
	HR-Related Program	Non-HR Program	HR-Related Degree	Non-HR Degree	HR-Related Degree	Non-HR Degree
SHRM-SCP	3 years in HR role	4 years in HR role	1 year in HR role	2 years in HR role	Currently in HR role	1 year in HR role
SHRM-CP	6 years in HR role	7 years in HR role	4 years in HR role	5 years in HR role	3 years in HR role	4 years in HR role

Fine Print:

You will receive your voucher code and instructions via email after March 1, 2022. Once you receive your voucher, you must apply for the exam by April 8, 2022, and take the exam during the May 1 - July 15, 2022, testing window. Apply via the SHRM website: <https://www.shrm.org/certification/apply>.

We are happy to provide a refund, minus a \$25 cancellation fee on or before March 1, 2022. A voucher transfer to the next exam window is also available before March 1, 2022. Voucher payments are non-refundable and non-transferable after that date. If your course registration is canceled, your voucher is automatically canceled in accordance with these refund policies.

Please refer to the SHRM Certification Handbook for specific exam information: https://www.shrm.org/certification/Documents/SHRM-Certification-Handbook_FNL.pdf.



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