



SHRM Certification Course Registration Form



Name			
	First	Middle	Last
Mailing Address			
Organization			
Business Address			
Contact Number			
Email Address			
Are you a SHRM Member?	<input type="checkbox"/> Yes SHRM Member ID: _____		
	<input type="checkbox"/> No		

Which SHRM Certification Exam are you seeking to prepare for?

<input type="checkbox"/> SHRM-CP (Certified Professional)	<input type="checkbox"/> SHRM-SCP (Senior Certified Professional)
<ul style="list-style-type: none"> The Certification Exam fee is not included in the Certification Course Fee. The exam fee and exam date must be processed and scheduled through SHRM National. To verify eligibility for the SHRM-CP or SHRM-SCP exam and associated fees, please visit the following: <ul style="list-style-type: none"> https://www.shrm.org/credentials/certification/eligibility-criteria https://www.shrm.org/credentials/certification/exam-options-fees 	

Which SHRM Certification Course are you registering for?

<input type="checkbox"/> April 05, 2025 – April 26, 2025 Duration: 10:00am – 4:00pm (1 hour lunch)	<input type="checkbox"/> November 01, 2025–November 22, 2025 Duration: 09:00am – 4:00pm (1 hour lunch)
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Which SHRM Certification Test Window are you preparing for?

<input type="checkbox"/> First Test Window: <ul style="list-style-type: none"> May 01, 2025 – July 15, 2025 Applications Accepted: January 03, 2025 Application Deadline: May 16, 2025 (Exam application deadlines closes at 11:59 PM EST)	<input type="checkbox"/> Second Test Window: <ul style="list-style-type: none"> December 01, 2025 – February 15, 2026 Application Accepted: June 04, 2025 Application Deadline: December 17, 2025 (Exam application deadlines closes at 11:59 PM EST)
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SHRM Certification Course Location, Resources, Requirements, & Fees

Course Location:	GITC Building, 1 st Floor (Office space near Make-A-Wish Foundation) 590 S. Marine Corps Drive, Apotgan, 96913
Course Instructor:	Dr. John Rivera
Course Resources:	<p>The certification course includes the SHRM Learning System and is yours to keep. This comprehensive program is led by a SHRM-Certified HR practitioner, which will prepare you to earn your SHRM-CP or SHRM-SCP with a detailed review of the current SHRM Body of Applied Skills & Knowledge (SHRM BASK).</p> <p>For more information about the SHRM Learning System, visit https://www.shrm.org/credentials/certification/exam-preparation/shrm-learning-system.</p>

Participation:	<ul style="list-style-type: none"> • There must be a minimum of 5 participants registered for each Certification Course. • Participants registered for the certification course are highly encouraged to attend all sessions as set by the chapter and the facilitator. Each session is specifically structured to address the SHRM Body of Applied Skills and Knowledge (SHRM BASK). • Click here to view the latest version: 2025 SHRM BASK
Course Fee:	<p>\$950.00</p> <ul style="list-style-type: none"> • Payment for the April 2025 Certification Course is due no later than March 31, 2025. • Payment for the November 2025 Certification Course is due no later than October 27, 2025. • Seating is limited, and registration is not complete until payment is received. • No refunds will be given after the payment due dates for each Certification Course. • Cash or Check is accepted and can be remitted to the following locations: <ul style="list-style-type: none"> ○ Health Services of the Pacific (adjacent to Capitol Kitchen Restaurant on airport road) ○ PFC Dededo (Compadres Mall across Cost-U-Less Dededo) Suite A6 – HR Office ○ Make checks payable to SHRM Guam Chapter

Please return this form, along with payment to SHRM Guam Chapter. For any inquiries, please contact us via email at guam.shrm@gmail.com.

I understand and accept the terms and conditions of participating in the SHRM Certification Preparation Course.

Participant Signature

Date