

**Bill Webb, MA, SPHR, Instructor**

Bill has over 38 years of experience having served in senior level positions in Manufacturing and Human Resources.

Bill has a Masters in Organizational Management and is certified as a Senior Professional in Human Resources (SPHR).

He has been an active member of the Tulsa Area Human Resources Association since 1982.

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1307  
Tulsa, OK



***Human Resources  
PHR/SPHR  
Exam Prep***

***June - December 2012***



*Training Center  
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Tulsa, OK 74145*

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Fax 918.828.5449  
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Tulsa, OK 74147-7200



**Adult Career Development**

*Tulsa Tech does not discriminate on the basis of race, color, religion, national origin, gender, age, marital or veteran status, or disability.*

√ Course Name	Date and Time 2012	Hours	Tuition	Books	Tech #	
HR PHR/SPHR Certification Prep <a href="http://www.shrm.org">www.shrm.org</a>	Aug 16- Nov 15	6 - 8:30 P Thursday	42 hrs 14 wks	\$295	\$565 Separate	PRFD 6890 S1508

SHRM Learning System Course materials are used to assist you in preparation for the national exam. The SHRM® Learning System Course is designed to provide you with an overview of key areas in human resource management. Materials include six modules that correspond to the six functional areas, responsibilities, and associated knowledge as defined by the Human Resource Certification Institute (HRCI). Besides being a powerful tool to assist you in preparing for the PHR or SPHR certification exams, the course also provides professional development for you and your HR Department.

Books are sold the first night of class and are non-refundable.

√ Course Name	Date and Time 2012	Hours	Tuition	Books	Tech #
HR Last Minute Exam Review <a href="http://www.hrreview.com">www.hrreview.com</a>	Dec 5-8	W 5:30 - 9:30 P TH 6 - 9 P F 8 A - 4 P S 8 A - 12 P	20 hrs	\$395	Included PRFD 6804 S1512

A quick review to compliment the PHR/SPHR Certification Prep course. Take a practice exam similar to the HRCI exam Wed night. The following sessions are detailed discussion of the rational for the correct answers as defined in the SHRM® Learning System materials. Books included.

Tulsa Tech is not involved in scheduling for the PHR/SPHR Certification exam.

To determine eligibility, exam schedule and fees, visit the [Human Resources Certification Institute www.hrci.org](http://www.hrci.org)

**NEW Eligibility Requirements - Jan 2011**

**New Rewrite of SHRM Learning System Materials and HRCI Exam - Jan 2012**



### Why should I become PHR or SPHR certified?

Certification demonstrates a human resource professional's commitment to education and growth. Employer's are increasingly recognizing the value of the certification as a "preferred" qualification for HR positions.

### Why should I take this prep course?

- Tulsa Tech's instructor is SPHR certified
- The program covers all topics on the certification exam
- Topics are covered completely with study time between each session
- Participants network and study with other HR professionals
- New HR employees and Specialists will get a better understanding of all HR functions

## REGISTRATION FORM

Enroll by Mail: Tulsa Tech

Attn: **INSURANCE**

PO Box 477200 Tulsa, OK 74147-7200

Enroll by Phone: 918.828.5400

Enroll by Fax: 918.828.5449

Enroll online: [tulsa.tech.edu](http://tulsa.tech.edu)

**PLEASE PRINT**

DOB and SSN

NAME

ADDRESS

CITY/STATE/ZIP

PHONE -CELL/BUS

EMAIL

COMPANY NAME

**PAYMENT Payable to Tulsa Tech**

**CHECK  CASH  MC  VISA  DISC**   
Credit Card #

Expiration Date:

### Credit Card Payer Information

Name:

Address:

City, State, Zip:

### CANCELLATIONS AND REFUNDS

To cancel and receive a refund or transfer to another class, simply notify us **PRIOR** to the **BEGINNING** of the class. If you reach voicemail, please leave a message.

Student ID Number