

Approach Your Boss for Support

SHRM Certification and the SHRM Learning System®

You know the benefits that SHRM-CP/SHRM-SCP and the SHRM Learning System would bring to you and your organization. Now it's time to ask for the support of your manager. We can help!

This document will help you make a case for your training request, draft discussion points for an in-person meeting, and craft an initial email to your boss.

Making Your Case for Training Support

Before you approach your boss, consider your answers to the questions below. It will be much easier for your employer to approve your request if you can show that this training will not only benefit you and your career, but the entire organization. Use these answers as discussion points for an in-person meeting.

1 What are the current initiatives at your company or within your department? How can HR management training help you meet these challenges and influence your company's business objectives?

2 Will you complete the SHRM Learning System for professional development and skills? Or are you interested in pursuing SHRM-CP/SHRM-SCP certification?

3 What parts of the SHRM Learning System interest you the most and how will your new skills and knowledge benefit your company? Even if training isn't currently a high priority at your company, discussing how it will benefit your department and your company can help your supervisor justify the investment.

4 How much will your training cost in terms of out-of-pocket expenses? Will your training qualify for any tuition reimbursement or assistance programs, department training budgets, or state-funded training grants?



Doing some advance research and preparing a budget will help your supervisor make a decision. We also recommend you provide your supervisor with the **Top Five Ways Our Organization Will Benefit** flyer.



Top 5 Ways Our Organization Will Benefit From SHRM Certification

Professionals who earn their SHRM Certified Professional (SHRM-CP®) or SHRM Senior Certified Professional (SHRM-SCP®) credential are recognized as experts and leaders in the HR field—a valuable asset to their organization. The SHRM-CP and SHRM-SCP are accredited certifications built upon the SHRM Body of Competency & Knowledge (SHRM BoCK). The SHRM BoCK is more than an exam outline. It defines the standards for knowledge, strategies and competencies required of HR professionals around the world. The benefits of certification go beyond the individual. Here are five ways our entire organization will feel a positive impact from SHRM Certification.

1 CURRENT AND RELEVANT KNOWLEDGE

SHRM certifications directly link to on-the-job scenarios and realistic work situations, making them the most relevant certifications available for HR professionals. To maintain the industry-leading level of excellence and relevancy, SHRM brought together some of the best minds in the HR profession to review and validate the current SHRM BoCK.

2 FOCUSED ON ADVANCEMENT

The SHRM-CP and SHRM-SCP credentials are based on the current HR landscape, focused on the competencies and knowledge HR professionals need to lead in today's business community. More than 5,000 employers are seeking SHRM credential-holders every month.

3 DEVELOPED WITH EMPLOYERS IN MIND

Based on in-depth research focused on—and backed by—global employers and business leaders, the SHRM-CP and SHRM-SCP credentials reflect what HR practitioners need to know to be leaders in their organizations and in the profession. The SHRM-CP and SHRM-SCP exams are accredited by The Buros Center for Testing, asserting that the HR credentials meet the highest standards in testing.

4 GLOBALLY APPLICABLE AND UNIVERSALLY RECOGNIZED

HR certification must be as inclusive and diverse as the profession itself. Built upon one comprehensive SHRM Body of Competency and Knowledge, SHRM certification is applicable across industries, geographic borders, job responsibilities and career levels. Whether our organization has a global focus or not, customers and talent can come from anywhere, and a universal set of skills is preferred.

5 BACKED BY THE LEADING ADVOCATE FOR HR PROFESSIONALS

The SHRM-CP and SHRM-SCP credentials are state-of-the-art certifications offered by SHRM, the world's largest HR membership organization and the industry leader in HR professional development. For more than 60 years, SHRM has supported more than 100,000 employers representing 140 million employees worldwide. To date, over 100,000 HR professionals have earned their SHRM-CP or SHRM-SCP.



Visit shrmcertification.org for more information