



# Human Resources Management & PHR® Prep

## *Professional Certificate*

Self-paced

### Program Description

**Human Resource Management & PHR® Prep** program will help you to enhance your skills and gain a deeper understanding not only of best practices, laws, and regulations, but also the critical function of human resources in organizations of all sizes. You will learn to develop the knowledge and skills needed to effectively recruit, orient, and retain good employees; maximize employee on-the-job effectiveness; minimize problems with difficult employees; and terminate ineffective employees with minimum internal disruption and without giving grounds for successful legal action.

### Return on Investment

Through the **Human Resource Management & PHR® Prep** program, you will gain the following:

- Excellent preparation for the **Professional in Human Resources (PHR®)** certification exam
- 100 **Human Resources Certification Institute (HRCI)** credits, satisfying the requirement to qualify for re-certification.
- Flexibility and convenience of a self-paced, distance-learning format.
- One-on-one support from a Rutgers advisor/instructor through your successful completion of the program.

### Who Should Attend

Individuals in any organization or industry, including:

- Those with some HR responsibility, but whose learning has been unstructured and on-the-job.
- Human Resources Generalists who want to consolidate their experience and formalize their knowledge so they can advance in a management capacity and/or prepare for PHR® certification.
- Experienced public- and private-sector business people shifting into human resources careers.
- Departmental and line managers who are required to be familiar with HR skills and laws.

### Program Faculty

Rutgers University advisor/instructors.

### Credits Awarded

10 Continuing Education Units (CEUs)

100 HRCI credits

This program, ORG-PROGRAM-59651, has been approved for 100 (General) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at [www.hrci.org](http://www.hrci.org).

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**Executive Education**

[execed.rutgers.edu](http://execed.rutgers.edu)

## Course Dates

Self-paced

*(Total Estimated Duration: 100 hours)*

## Location

Online

## Investment

\$2,200 per person, including all online educational and training modules, six months access to the Rutgers online course library and electronic Business Library, and support from a Rutgers University advisor/instructor.

All major credit cards accepted.

In order to support your organization's training and growth, Executive Education will provide you with additional savings if three or more individuals from your organization enroll in the same Open Enrollment program. Please contact 856.225.6685 for more information.

## Corporate & Custom Training

We understand that you and your organization face challenges that are complex and your world is in constant demand for change. Rutgers Executive Education works with our clients on a one-to-one basis to create high-impact learning solutions that are tailored to the needs of each organization. Please contact us to discuss making this, or any of our courses, into a custom tailored program to fit your organization's needs at 856.225.6685 or visit <http://execed.rutgers.edu/category/corporate-custom-training/> for more information.

## About Executive Education

Rutgers School of Business – Camden is accredited, nationally respected and widely recognized for its business research and teaching excellence. Executive Education at Rutgers School of Business – Camden serves as a conduit between the business academic expertise of the School of Business and the professional world. Organizations around the globe utilize Executive Education to develop and deliver training programs, organizational development strategies and operational effectiveness plans.

## Related Programs

### ◆ Associate Certificates in HR Management & SPHR Re-Certification

Continue your lifelong learning and earn Re-certification Credits with the following offerings:

- **SPHR Re-Certification: The Strategic HR Manager**
- **Brush Up on Your Business Law**
- **Diversity, EEO & Social Environment**
- **Performance Management**
- **Leadership Skills — Leading Teams, Leading Change**
- **Advanced Management Skills**

## Registration



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*The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.*