



## BGSHRM-CP/SHRM-SCP Certification Scholarship Application

### **BGSHRM SHRM-CP/SHRM-SCP Certification Scholarship Application Information**

#### **Purpose**

The purpose of the BGSHRM SHRM-CP/SHRM-SCP Certification Scholarship is to provide financial assistance to BGSHRM members who are interested in obtaining SHRM-CP or SHRM-SCP Certification and are not being reimbursed from their employer or other sources.

#### **Scholarship Eligibility**

- Current BGSHRM member (Professional or student membership must be active when applying and throughout the year in which award is received)
- Meet eligibility requirements for SHRM Certification (CP - Certified Professional or SCP - Senior Certified Professional)
- Plan to sit for the exam within 12 months after the scholarship notification date
- Is not receiving any organizational support or reimbursement for SHRM certification exam and preparation fees

#### **Scholarship Selection Criteria**

- 50% work experience/progression (HR involvement and future career plans); current students without significant work experience will be reviewed based on academic background and breadth and quality of HR coursework
- 50% volunteer activity (SHRM experience preferred, but not required)

#### **Scholarship Selection Process**

The Scholarship Application and application resume must be submitted via email by Friday, December 15, 2023. No exceptions will be made. The BGSHRM Certification Scholarship Review Committee will evaluate the scholarship applications. The recipient of the SHRM-CP/SHRM-SCP Certification Course Scholarship will be notified by Friday, January 5, 2024. The scholarship will cover \$2000 (approximate cost of certification course and testing fee). BGSHRM staff will register recipient for the course – *this award is not a method of reimbursement*. The recipient will be notified via email and phone. Scholarship is a one-time award that must be used within 12 months of receipt. Previous applicants and past recipients are eligible to re-apply. Previous award is no guarantee of a future award.

#### **Selecting Preparation Course**

Scholarship can be redeemed for certification preparation course at Bluegrass Community and Technical College or equivalent. Equivalent course must be evaluated by BGSHRM Certification Scholarship Review Committee for approval.

Return form and resume by December 15, 2023, via email to [certifications@bgshrm.org](mailto:certifications@bgshrm.org)



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### BGSHRM SHRM-CP/SHRM-SCP Certification Scholarship Exam Eligibility Requirements

Applicants must meet specific educational and work experience criteria at the time they submit their application, in order to be eligible to sit for the SHRM-CP or SHRM-SCP exam.

These requirements are outlined below:

#### SHRM-CP AND SHRM-SCP ELIGIBILITY CHART

Credential	Less than a Bachelor's Degree		Bachelor's Degree		Graduate Degree	
	HR-Related Degree	Non-HR Degree	HR-Related Degree	Non-HR Degree	HR-Related Degree	Non-HR Degree
SHRM-CP	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-SCP	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
	A SHRM-CP credential holder is eligible to sit for the SHRM-SCP exam after successful completion of one three-year SHRM-CP recertification cycle.					

Less than a bachelor's degree includes working toward a bachelor's degree; Associate degree; some college; qualifying HR certificate program; high school or GED.

The following general eligibility criteria, listed below, also apply:

- Applicants must show that they have worked in an HR role for more than 1,000 hours within a calendar year, which equates to one year of experience.
- HR experience can be in an exempt or non-exempt capacity.
- HR experience may be classified directly, as working in an HR role, or indirectly, by consulting, educating, or educating or researching HR practices linked specifically to human resource management.
- National SHRM membership is not required.



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**BGSHRM SHRM-CP/SHRM-SCP Certification Scholarship Application**

The SHRM-CP/SHRM-SCP Certification Scholarship provides support to BGSHRM members seeking certification. The scholarship only applies to BGSRHM members that are required to personally pay for the Certification Course. You must be a BGSHRM member to apply for this scholarship.

Last Name  First Name

Employer  Title

Business Address

City/State Zip

Phone/Email

Are you a current BGSHRM Member?  
 Yes  
 No

Are you a current National SHRM Member?  
 Yes  
 No

**Education & Training**

School Attended	Field of Study	Degree(s)



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Scholarship Application**

**Employment (3 most recent beginning with current employee)**

Name of Employer	Title	Dates

Describe your involvement with BGSHRM/SHRM:

Describe your involvement in the community or with other professional organizations:

**Attach current resume to application submission**

Return form and resume by December 15, 2023, via email to [certifications@bgshrm.org](mailto:certifications@bgshrm.org)



**BGSHRM-CP/SHRM-SCP Certification  
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Please complete the following questions:

1. Why are you interested in SHRM-CP/SCP certification?

2. How will you further the Human Resources profession by obtaining your designation?

3. Tell us why you should be a recipient of the BGSHRM Certification Scholarship?

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_