

YOU MAY RECERTIFY BY

Accumulating 60 credit hours of HR-related continuing education activities

Taking the exam again

To recertify through continuing education, all activities must be:

- × completed before the three-year anniversary of your certification cycle
- × HR-related

S/GPHR RECERTIFICATION REQUIREMENTS

SPHR

- × Of the required 60 recertification credit hour's, 15 hours of strategic business management activities must be submitted by those holding an SPHR designation. The HR Certification Institute defines strategic business management as an activity that can be tied directly to the Strategic Business Management section of the PHR/SPHR Body of Knowledge *or an activity* that directly affected the achievement of one of your organization's strategic goals for that year.

GPHR

- × Those holding a GPHR designation must submit 60 hours of continuing education activities to recertify. Fifteen (15) of the 60 recertification credit hours must be in international HR management, as identified in the GPHR Body of Knowledge (effective January 2012)

CALCULATING CREDIT FOR CEU'S, CLE'S AND COLLEGE AND UNIVERSITY COURSES

If a college/university course:	recertification credits awarded
Earns 1 CEU (Awarded by IACET, International Association of Continuing Education and Training)*	10 recertification hours (based on 10 hours of classroom time per CEU awarded by IACET)
Earns 1 CLE	1 recertification hour
lasts one semester & earns 3 college credit hours*	45 recertification hours (15 hours per college credit hour) EX: $3 \times 15 = 45$
lasts one quarter and earns 3 college credit hours*	36 recertification hours (12 hours per college credit hour) EX: $3 \times 12 = 36$
Earns No college credit*	We award 10 hours for auditing a college course

RECERTIFICATION FEE'S

(subject to change without notice)

- × On or before your certification cycle's end date: US\$100
- × 1-6 months after your certification cycle's end date*: US\$125
- × 7-12 months after your certification cycle's end date*: US\$150
- × The application fee is due when you apply. The recertification application fee is nonrefundable, regardless of whether the application is approved or you no longer need the recertification.

For example, HRCI cannot refund the fee if you pass the SPHR exam after you apply for PHR recertification.