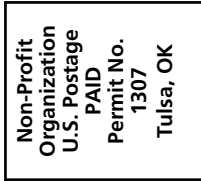


Why should I become PHR or SPHR certified?

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



Human Resources PHR/SPHR Exam Prep and Lunch & Learn Classes

May - August 2014



Student Comments:

The PHR/SPHR Certification prep class at Tulsa Tech was my first since graduating college over 25 years ago. The instructor, Bill Webb, shared his vast personal experience and helped me gain perspective on HR concepts I had not yet experienced in my career. With the help of this class and the HR Last Minute Exam Review class, I was able to pass the SPHR certification on the first try!

Sheryl F.



P.O. Box 477200
Tulsa, OK 74147-7200

Adult Career Development

COMPLETE FORM

SAVE FORM

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info@tulsatech.edu

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Fax: 918.828.5229

Online: tulsatech.edu

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Address

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PAYMENT DUE AT TIME OF ENROLLMENT

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Credit Card #

Expiration Date:

Credit Card Payer Information

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Address:

City, State, Zip:

*** CANCELLATIONS & REFUNDS ***

If you wish to cancel your class, you must notify us **PRIOR to the BEGINNING** of the class. Please call 918.828.5000.
NO REFUNDS FOR NON ATTENDANCE

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

✓	Course Name	August– November 2014		Hours	Tuition	Books	Tech #
	HR PHR/SPHR Certification Prep www.shrm.org	Aug 14- Nov 20	6 - 8:30 P Thursday	42 hrs 14 weeks	\$295	\$565 Separate	PRFD 6890 \$1508

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 delivered the first night of class and are non-refundable.

To determine eligibility, exam schedule and fees, visit the Human Resources Certification Institute www.hrci.org

✓	Course Name	December -2014		Hours	Tuition	Books	Tech #
	HR Last Minute Exam Review www.hrreview.com	Dec 3- Dec 6	W 5:30 - 9:30 P TH 6 - 9 P F 8 A - 5 P S 8 A - 12 P	20 hrs 1 week	\$395	Included	PRFD 6804 \$1512

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 rationale for the correct answers as defined in the SHRM® Learning System materials. Books included.

NEW! HR Lunch & Learn Series

Designed with the busy professional in mind, the following "Lunch and Learn" classes are excellent networking and educational opportunities.

Bring your own lunch and join the discussion!

The Art of Delegating Effectively				BUS 3386
6/25	11A-1P	2 hours	\$35	
Creative Problem Solving				BUS 3385
7/16	11A-1P	2 hours	\$35	
Fall and Spring Classes: Key Concepts of Leadership, Leadership and Human Behavior, Dealing with Difficult People, Coaching and Feedback for Supervisors				

Bill Webb, MA, SPHR, Instructor

Bill has over 39 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.



Classes are held at a convenient location with easy highway access.

Tulsa Tech - Memorial Complex
 Training Center Building
 3638 S. Memorial Dr.
 Tulsa, OK 74145