

# Your Guide to aPHR/PHR/SPHR and SHRM-CP/SHRM-SCP Certification



If you are an HR professional interested in obtaining HR certification, you have options to consider. Both the HR Certification Institute (HRCI) and the Society for Human Resources Management (SHRM) are certifying bodies for professional HR certification. The exams differ in both requirements and in content. The following chart highlights a summary of each certification option.

## CERTIFICATION EQUIVALENTS

aPHR = N/A

PHR = SHRM-CP

SPHR or GPHR = SHRM-SCP

## EXAM ELIGIBILITY REQUIREMENTS

Certification/ Credential	Less than Bachelor's Degree		Bachelor's Degree		Master's Degree	
	HR-Related Program	Non-HR Program	HR-Related Degree	Non-HR Degree	HR-Related Degree	Non-HR Degree
aPHR	High school diploma or global equivalent required. No HR experience necessary.		N/A		N/A	
PHR	A minimum of 4 years of experience in a professional-level HR position		A minimum of 2 years of experience in a professional-level HR position		A minimum of 1 year of experience in a professional-level HR position	
SPHR	A minimum of 7 years of experience in a professional-level HR position		A minimum of 5 years of experience in a professional-level HR position		A minimum of 4 years of experience in a professional-level HR position	
SHRM-CP	No prior experience/Education necessary					
SHRM-SCP	3 years performing strategic level HR/HR-related duties; or for SHRM-CP credential holders who have held the credential for at least 3 years and are working in, or are in the process of transitioning to, a strategic level role.					

## BODY OF COMPETENCY/KNOWLEDGE

aPHR	PHR	SPHR	SHRM-CP/SHRM-SCP
Compliance & Risk Management	Business Management	Leadership Strategy	Leadership & Navigation
Compensation & Benefits	Employee & Labor Relations	Employee Relations & Engagement	Ethical Practice Diversity, Equity & Inclusion
Talent Acquisition	Talent Planning & Acquisition	Talent Planning & Acquisition	Relationship Management Communication
Learning & Development	Learning & Development	Learning & Development	Global Mindset
Employee Relations	Total Rewards	Total Rewards	Business Acumen Analytical Aptitude Consultation

## EXAM FEES

aPHR	PHR	SPHR	SHRM-CP/SHRM-SCP
\$300*	\$395* EANE members receive a discount off these fees. Contact us for more information.	\$495* EANE members receive a discount off these fees. Contact us for more information.	\$510 (non-member) or \$410 (SHRM member)

\*Please note, in addition to the exam fee, there is a \$100 USD non-refundable application fee. Visit [hrci.org](http://hrci.org) and [shrmcertification.org](http://shrmcertification.org) for the most up-to-date information on fees.

## COMPARISON

aPHR	PHR	SPHR	SHRM-CP/SHRM-SCP
Exams are certified by the HR Certification Institute (HRCI)			Exams are certified by the SHRM Certification Commission
65 scored + 25 Pre-test	90 scored + 25 Pre-test	115 scored + 25 Pre-test	134 multiple choice questions (SHRM-CP) 134 multiple choice questions (SHRM-SCP)
1 hour 45 minutes	2 hours	2 hours 30 minutes	3 hours 40 minutes
Pearson Vue	Pearson Vue	Pearson Vue	Prometric Testing Center

## EXAM DATES

aPHR/PHR/SPHR	SHRM-CP/SHRM-SCP	
<b>Testing window:</b> Year round	<b>First Test Window:</b> May 1 - July 15, 2024 <b>Applications Accepted:</b> January 3, 2024 <b>Early-Bird Deadline:</b> March 31, 2024 <b>Standard Deadline:</b> May 26, 2024	<b>Second Test Window:</b> Dec 1, 2024 - Feb 15, 2025 <b>Applications Accepted:</b> June 4, 2024 <b>Early-Bird Deadline:</b> September 11, 2024 <b>Standard Deadline:</b> November 9, 2024
<b>Applications Accepted:</b> Year round		

## EANE CAN HELP YOU PREPARE

Each HR certification has its benefits and challenges and each is recognized in the field. Ultimately, you will want to obtain the certification that makes sense for you. EANE can help you successfully prepare for either exam with our HR Certification 10-Week Study Groups.

Our HR Certification 10-Week Study Groups feature highly experienced, certified instructors who enhance your knowledge through intense material review and help to sharpen your test-taking skills. To learn more about our upcoming HR Certification 10-Week Study Group dates, times, and locations, please visit our website at [www.EANE.org](http://www.EANE.org) or contact us at 877.662.6444.



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