

Why Choose an NIU Program?

- Prestige recognition as a **SHRM "Top 20" University Partner** for 14 consecutive years.
- A proven track record with certification candidate **pass rates** that consistently **exceed national averages**.
- An **experienced team** of SHRM-SCP® certified practitioner instructors.
- **Learning options** for different learning styles (*evening, Saturday, interactive online courses*).
- SHRM-CP/SCP Certification Prep courses include unique resources only available to NIU program participants including YouTube presentations on each topic, interactive games and learning activities to reinforce application of knowledge, optional final review session — and much more.
- Status as a **SHRM Recertification Provider**.

REGISTER EARLY AND SAVE

www.hrcourses.niu.edu or phone 800-345-9472

QUESTIONS: Contact Donna Mann, Program Director dmann@niu.edu, phone 815-732-6249.



Register early and save \$\$\$
HRCOURSES.NIU.EDU
or **800-345-9472**

Special rates available for groups of 5 or more registrants from the same organization in the same program.

On-site customized training available for groups of 10 or more employees.



WELCOME TO THE NEXT CHAPTER OF YOUR HR CAREER



NORTHERN ILLINOIS UNIVERSITY

**Continuing and
Professional Education**

Your Future. Our Focus.



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HR pros play a lot of roles – coach, mentor, talent manager, compliance officer, employee liaison and culture keeper to name a few. Changing workplace dynamics and an ever-evolving workforce requires that all professionals stay current on HR issues, improve operational efficiency and be an influencer among senior leadership. Professional credentials demonstrate you can lead others, think strategically and are key to career advancement. It's your career and your adventure – let NIU be your guide. **Your career IS our focus.**



Chapter 1: Begin with the fundamentals of how to manage employees.



SHRM Essentials® of HR will guide you through the roles and responsibilities of HR in business and the what, why and how of legal compliance. This is the perfect course for early-career HR professionals and HR support staff, small business owners/operators, and managers and supervisors of employees.

Course Dates/Locations:

Date	Location	Time
Sept. 26 and 27	NIU Naperville	8:30 a.m.–4:30 p.m.
Nov. 14 and 15	NIU Hoffman Estates	8:30 a.m.–4:30 p.m.

Chapter 2: Advance your career with professional credentials.

SHRM-Certified Professional (CP)® and SHRM-Senior Certified Professional (SCP)® credentials demonstrate you have the competencies and knowledge to be a star HR performer. NIU's SHRM Certification Prep Courses are recognized as one of SHRM's "Top 20" Partner programs.

Course Dates/Locations:

Date	Location	Day	Time
13 Week Evening Courses			
Sept. 4 - Dec. 4	Deerfield Trinity International University	Wednesdays	6-9 p.m.
Sept. 5 - Dec. 5	NIU Naperville	Thursdays	6-9 p.m.
Sept. 5 - Dec. 5	Chicago Loop 200 W. Adams St., Suite 410	Thursdays	5:30-8:30 p.m.
Sept. 9 - Dec. 2	NIU Hoffman Estates	Mondays	6-9 p.m.
Sept. 10 - Dec. 3	NIU Rockford	Tuesdays	6-9 p.m.
Sept. 10 - Dec. 3	Tinley Park UCP Sequin Center	Tuesdays	6-9 p.m.
Intensive Fast Track Courses — 6 Saturdays			
Oct. 12 - Nov. 23	Addison Park District Recreation Center	Saturdays	8:30 a.m.–3:30 p.m.
Online Course — 12 Week Interactive			
Sept. 17 - Dec. 3	Online	Tuesdays	7-9 p.m.
Online Course — Intensive 6 Week Interactive			
Oct. 21 - Dec. 5	Online	Mondays and Thursdays	7-9 p.m.

Chapter 3: Stay current and scale up your business business and leadership skills.



HR Strategies and Solutions workshops will help you keep current on HR best practices and improve your competency in managing complex HR issues.

Course Dates/Locations:

Date	Location	Day	Time
Managing Up			
Oct. 4	NIU Hoffman Estates	Friday	8:30 a.m.–4:30 p.m.
HR's New Reality: Strategies to Protect Your People, Products and Places			
Nov. 1	NIU Naperville	Friday	8:30 a.m.–4:30 p.m.
Practical Management Skills for HR Professionals			
Dec. 6	NIU Hoffman Estates	Friday	8:30 a.m.–4:30 p.m.

Register for the complete series and save \$150.

Each program awards 6.5 Professional Development credits.

NIU's Essentials of Project Management and Project Management for CAPM® and PMP® Certification Prep Courses may also be used for recertification credit.

Visit www.pm.niu.edu for complete details.

Register for a FREE info seminar to learn more about our certification prep courses.

Wednesday, August 14 (noon CDT).

www.hrcourses.niu.edu



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Check out other programs offered by Northern Illinois University.

cpe.niu.edu