

| <b>Time<br/>5:30 PM<br/>- 7:30 PM</b>                                                                                 | <b>Instructors</b>         | <b>INSHRM Fall Certification Prep Course / Study<br/>Group Outline</b>                                                                                                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9/16/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b><br><br><i>Details will be<br/>emailed</i> | Ian Graves &<br>Russ Bowen | <ul style="list-style-type: none"> <li>• <i>Format of the study sessions</i></li> <li>• <i>SHRM-CP/SHRM-SCP Introduction</i> <ul style="list-style-type: none"> <li>◦ <i>Learning System</i></li> <li>◦ <i>Test Applications and Test Window:<br/>Body of Competency &amp; Knowledge<br/>(BOCK)</i></li> </ul> </li> <li>• <i>Learning Styles</i></li> <li>• <i>Using the SHRM Study System</i></li> </ul> |
| 9/23/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b>                                           | Russ Bowen                 | <ul style="list-style-type: none"> <li>• <i>Leadership &amp; Navigation Competency</i></li> <li>• <i>Ethical Practice (Competency)</i></li> <li>• <i>Inclusive Mindset Competency (Competency)</i></li> </ul>                                                                                                                                                                                              |
| 9/30/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b>                                           | Ian Graves                 | <ul style="list-style-type: none"> <li>• <i>Relationship Management (Competency)</i></li> <li>• <i>HR Strategy (People)</i></li> <li>• <i>Talent Acquisition (People)</i></li> <li>• <i>Communication (Competency)</i></li> </ul>                                                                                                                                                                          |
| 10/7/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b>                                           | Russ Bowen                 | <ul style="list-style-type: none"> <li>• <i>Employee Engagement &amp; Retention (People)</i></li> <li>• <i>Learning and Development (People)</i></li> <li>• <i>Total Rewards (People)</i></li> </ul>                                                                                                                                                                                                       |
| 10/14/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b>                                          | Ian Graves                 | <ul style="list-style-type: none"> <li>• <i>Structure of the HR Function (Organization)</i></li> <li>• <i>Organizational Effectiveness &amp; Development<br/>(Organization)</i></li> <li>• <i>Workforce Management (Organization)</i></li> </ul>                                                                                                                                                           |
| 10/21/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b>                                          | Russ Bowen                 | <ul style="list-style-type: none"> <li>• <i>Employee and Labor Relations (Organization)</i></li> <li>• <i>Technology Management (Organization)</i></li> <li>• <i>Business Acumen (Competency) if time allows</i></li> </ul>                                                                                                                                                                                |
| 10/28/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b>                                          | Ian Graves                 | <ul style="list-style-type: none"> <li>• <i>Managing a Global Workforce (Workplace)</i></li> <li>• <i>Risk Management (Workplace)</i></li> <li>• <i>Consultation (Competency) if time allows</i></li> </ul>                                                                                                                                                                                                |
| 11/04/2026<br><u><b>Location:</b></u><br><b>Virtual,</b><br><b>Wednesday</b>                                          | Russ Bowen                 | <ul style="list-style-type: none"> <li>• <i>Corp Social Responsibility (Workplace)</i></li> <li>• <i>U.S. Employment Law &amp; Regulations<br/>(Workplace)</i></li> <li>• <i>Analytical Aptitude (Competency) if time allows</i></li> </ul>                                                                                                                                                                |
| 11/10/2026<br><u><b>Location:</b></u><br><b>TBD/In Person,</b><br><b>Tuesday</b>                                      | Ian Graves &<br>Russ Bowen | Distribute final paper exam for take home<br><ul style="list-style-type: none"> <li>• <i>Review final exam / answers w/ discussion</i></li> <li>• <i>Celebrate!</i></li> </ul>                                                                                                                                                                                                                             |

## Testing Windows

The SHRM-CP and SHRM-SCP exams are offered during two windows each year. When applying for the exam, you must apply during the application period that coincides with your testing window. Applications must be received by the standard deadline for each window.

**2026 Fall Test Window: Dec. 1, 2026 - Feb. 15, 2027**

| Early Bird Application Period  | Standard Application Period   |
|--------------------------------|-------------------------------|
| June 3, 2026 - August 31, 2026 | Sept. 1, 2026 - Dec. 24, 2026 |

Exam application deadlines close at 11:59 PM, ET.