

# Channel Islands Public Management Association-HR

IPMA-CP/CS Registration Form

Developing Competencies for HR Success

First Name

Last Name

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Title

Agency/Organization

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Mailing Address

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City

State

Zip Code

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Telephone

E-mail Address

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IPMA-HR Member #/CIPMA/SCPMA/WRIPMA Member Yes/No

\*IPMA CP or IPMA CS

Course Dates & Fees September 13, 14 & 20,21/2010	\$495 Current CIPMA-HR Member** <input type="checkbox"/> \$595 Non-member Rate/Membership Fees <input type="checkbox"/>
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## Registration/Payment

Registration forms with full payment in the form of a check or money order will be processed in order received until 25 applications are accepted. \*\*Only **current** CIPMA, WRIPMA or SCPMA members qualify for the \$495 rate. Registration will be confirmed by email or telephone. \*Please indicate whether you are applying for IPMA Certified Professional or Certified Specialist Status.

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## CANCELLATION/REFUND POLICY

- By registering for this workshop you agree to the terms & conditions and cancellation refund policy.
- Cancellation requests must be submitted in writing to [dee.emami@ventura.org](mailto:dee.emami@ventura.org) or mailed.
- Cancellations received in writing 3 weeks before the start date will be refunded registration less a \$50 processing fee.
- No refunds will be paid for cancellations received less than 3 weeks before September 12<sup>th</sup>, or for no shows.

### SEND REGISTRATION AND PAYMENT TO:

CIPMA-HR c/o Dee Emami  
800 South Victoria Avenue, #1970  
Ventura, CA 93009

### QUESTIONS ABOUT THE PROGRAM?

Dee Emami, IPMA-CP  
[dee.emami@ventura.org](mailto:dee.emami@ventura.org)  
(805) 654-3600

# Certification

IPMA-HR strives to encourage excellence in public sector human resources, promote continuous learning and develop the next generation of leaders. To that end, IPMA-HR offers two internationally recognized **certification programs** to the public HR community: the [IPMA-CP](#) and the [IPMA-CS](#).

IPMA-HR certification programs equip you with the tools to:

- Enhance knowledge
- Build skills
- Advance your career
- Receive industry-wide recognition

## IPMA-Certified Professional (IPMA-CP)

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The IPMA-CP certification is for human resources generalists who have had experience in multiple areas of human resource management.

**Requirements** - To be eligible for certification, your experience must be considered at the professional/managerial level and be considered exempt under the Fair Labor Standards Act (FLSA). You must meet one of the following education/experience requirements:

- A Graduate level degree, and 2 years of HR experience, 1 year of public-sector HR experience
- A Bachelor's degree, and 4 years of HR experience, including 1 year in public sector HR
- An Associate's degree and 6 years of HR experience, including 1 year in public sector HR, or
- No degree and 8 years of HR experience, including 1 year in public sector HR

If you are the HR director or its equivalent for your organization and have at least 10 years of HR managerial experience, including 3 years of HR managerial experience in the public sector, you may be eligible to receive the **IPMA-CP Executive Level**. While the certification is the same as the IPMA-CP, if your experience is at the managerial level and considered exempt under the Fair Labor Standards Act (FLSA), your IPMA-CP examination will be waived.

## IPMA-Certified Specialist (IPMA-CS)

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The IPMA-CS is for those HR professionals who have specialized skill and mastery in an area of human resource management.

**Requirements** - To be eligible for certification, your experience must be considered at the professional/managerial level and be considered exempt under the Fair Labor Standards Act (FLSA). You must demonstrate technical proficiency at the mastery level in one of the 10 HR skill areas and you must meet one of the following education/experience requirements:

- A Graduate level degree, and 2 years of HR experience, 1 year of public sector HR experience
- A Bachelor's degree, and 4 years of HR experience, including 1 year in public sector HR
- An Associate's degree and 6 years of HR experience, including 1 year in public sector HR, or
- No degree and 8 years of HR experience, including 1 year in public sector HR

## A Discounted Application Fee of \$150 for Graduates Who Take the Certification Exam

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The Developing Competencies for HR Success training culminates in an 85 question multiple-choice exam (online) that is used to assess understanding of the importance of HR competencies to the success of HR professionals. Only those individuals who want to become certified need to take the exam. There is no additional fee for the exam (fee included in Developing Competencies course fee). However, there is an additional fee for the certification application. Graduates of the Developing Competencies training get a discounted rate of \$150. A passing grade on the final exam is just one of the requirements for the successful completion of the [IPMA-CP or IPMA-CS certification program](#).