

Human Resource Management Certificate Schedule and Locations – Fall 2012

MONDAY EVENING – September 17 through December 10, 2012 - 6:00 - 9:00 PM

131HRS8001 Passaic County (Public Safety Academy, Wayne)

TUESDAY MORNING – September 11 through December 4, 2012 - 9:30 AM -12:30 PM

131HRS0701 Morris County (Florham/Madison Campus)

131HRS0401 Bergen County (Metropolitan Campus, Teaneck) - 9:00 AM – 12:00 PM

TUESDAY EVENING – September 11 through December 4, 2012 - 6:30 - 9:30 PM

131HRS0501 Bergen County (Metropolitan Campus, Teaneck)

131HRS6001 Union County (Holiday Inn, Clark)

131HRS0801 Morris County (Courtyard Marriott, Parsippany)

131HRS5001 Hudson County (Courtyard Marriott, Jersey City)

WEDNESDAY EVENING- NO CLASSES NOVEMBER 21, 2012

September 12 through December 12, 2012 - 6:30 - 9:30 PM

131HRS0802 Morris County (Florham/Madison Campus)

131HRS4001 Somerset County (Hyatt House, Bridgewater)

131HRS2000 Mercer County (Courtyard Marriott, Princeton)

THURSDAY EVENING – NO CLASSES NOVEMBER 22, 2012

September 13 through December 13, 2012 - 6:30 - 9:30 PM

131HRS0502 Bergen County (Metropolitan Campus, Teaneck)

131HRS3001 Middlesex County (Lexington Inn, Edison)

131HRS9001 Hunterdon County (Hampton Inn, Flemington)

131HRS2001 Monmouth County (Monmouth County Graduate Center, Eatontown)

FRIDAY AFTERNOON – NO CLASSES NOVEMBER 23, 2012

September 14 through December 14, 2012 -1:00 - 4:00 PM

131HRS0902 Morris County (Florham/Madison Campus)

SATURDAY - (6 Sessions) Dates: 9/22, 10/6, 10/20, 11/3, 11/17, 12/1/2012 - 8:30 - 4:00 PM

131HRS0601 Bergen County (Metropolitan Campus, Teaneck)

131HRS0901 Morris County (Florham/Madison Campus)

REGISTER BY MAIL, PHONE OR FAX

By mail, send completed form with check or money order to Fairleigh Dickinson University, Office of Continuing Education, 1000 River Road, H-DH1-02, Teaneck, NJ 07666. By phone call (201) 692-6500 or (800) 338-3887 or by fax (201) 692-6505.

REGISTRATION INFORMATION : Registrations for all programs are accepted on a first-come, first-served basis. No registration is assured until payment is received. A registration confirmation along with directions for class location will be sent as needed prior to the start of class.

CANCELLATION POLICY : The University reserves the right to cancel courses. In the event of a cancellation, registrants will be notified immediately and all fees will be returned in full. Persons wishing to cancel their enrollment must do so in writing five days prior to the start of the program. Any refund request received within five days of the program start date will be subject to a 25% cancellation fee. Please allow three to five weeks for the processing of all refunds. Refunds will not be issued after the program has started. The registration fee is not refundable.

Are you a SHRM member? Yes/No Chapter? _____ Course # _____ Location _____

Name (As it appears on Credit Card) _____

E-Mail _____

Company Name & Address _____

Home Address _____

City _____ State _____ Zip _____

Day Telephone _____ Evening Telephone _____ Cell _____

PROGRAM COSTS

Tuition \$1295.00

SHRM Member Tuition \$1250.00 : **MAKE CHECK PAYABLE TO FDU**

Credit Card (check one) _____ Amex _____ Master Card _____ Visa _____ Discover _____

Card Number _____ Exp.Date _____

Authorization # for Credit Card _____