

NM Certified Human Resource Professional Requirements Checklist

The NM **EDGE** (Education Designed to Generate Excellence in the public sector)
A Program of NM Cooperative Extension Service

NM Certified Human Resource Professional Curriculum Checklist

Successful completion of the following **11** classes & culminating experience are required to earn the NM Certified Human Resource Professional designation (NM CHRP).

For further information contact nmedge@nmsu.edu or go to nmedge.nmsu.edu

Classes	Each class is three hours of classroom instruction	Honing Event
2 Human Resource Required Classes		2 classes required In this section
HR 101 – Introduction to Human Resources in the NM Public Sector		January, June
HR 102 - Talent Acquisition and the HR Professional (prerequisite HR 101)		January, June
9 CPM Required Classes		9 classes required in this section
CPM 131 – General HR Law		March, September
CPM 132 – Eliminating Discrimination in the Workplace		January, June
CPM 133 – Creating a Safe and Productive Workplace		January, June
CPM 136 – Retention		March, September
CPM 137 – Discipline and Termination		March, September
CPM 139 – Creating an Ethical Culture		January, June
CPM 232 – Job Analysis, Classification, and Compensation (prerequisite CPM 131)		March, September
CPM 233 – Employee Relations (prerequisite CPM 131)		March, September
RM 131 – Employee Benefits		January, June
Don't forget the Culminating Experience!		
Once you have completed all required classes, please submit an audit request to be assigned an academic advisor for your culminating experience. https://nmedge.nmsu.edu/students/graduating.html		

