REPUBLIC OF KENYA

Institute of Human Resource Management

The Professional Body of HR Practitioners in Kenya

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APPLICATION FOR PRACTICING CERTIFICATE

Name:	
Position:	
Tel:	Preferred Email:
Organization:	
Membership Category: Member ☐	Fellow ☐
Area of responsibility (Tick one)	☐ Performs human resource management duties and responsibilities in an organization ☐ Offers Human Resource consultancy services in a registered human resource firm

Signature:_____ Date:_____

REQUIREMENTS:

(i) Undergraduate Degree Certificate in any discipline.
(ii) Copies of Professional Certificate(s) -HND-HRM / Post Graduate Diploma in HR/CHRP/MSC-HR, MBA-HR,MBA-Strategic Management/MBA-Organizational Development/Cambridge International Diploma/HRMP- Senior Professional in Human Resources International (SPHRi)/HRBP- Professional in HR International (PHRi)/PhD- HR
(iii) The certificates must be certified by either the institution or an advocate of the High Court.
(iv) Application fee of Kshs. 1,000.
(v) Current Full Membership Certificate.
(vi) Curriculum Vitae
(vii) Recommendation letter from the previous or current employer.
(viii) Confirmation letter from CUE (Commission for University Education- Kenya) for holders with Foreign Certificate(s).

For Official Use only

S/N	Requirements		Remarks
1.	Application form		
2.	Membership Status		

Approval by the Registration Committee

Approved/Not Approved

Remarks:

_____

_____ _____

Signature (Chair, Registration Committee) Date: