



Certified Human Resource Professionals Exams (CHRP)

Minimum Entry Requirements

CHRP Part 1	CHRP Part 2	CHRP Part 3
<ul style="list-style-type: none"> KCSE C+ (grade C in English & Mathematics) Or as may be approved by the Examinations Board 	<ul style="list-style-type: none"> Holders of CHRP 1 Holders of Diploma in HRM from a recognized Institution Holders of a Bachelors' Degree in HRM from a recognized university Equivalent qualifications recognized by the Examinations Board 	<ul style="list-style-type: none"> Holders of CHRM 2 Holders of Higher Diploma in HRM (KNEC) or its equivalent Holders of a Master's degree in HRM from a recognized university Equivalent qualifications recognized by the Examinations Board

Duration and Pattern

Each part has 2 Levels the maximum number of units allowed per semester whose duration is 6 months, **5 units**. Programme is delivered through lecture mode with emphasis being more practical than theory. **NB: Subject Exemptions, to be dealt with directly with HRMPEB before admission**

Application Fee is Ksh.1 000/=

Fees (Kshs.)	CHRP Part 1		CHRP Part 2		CHRP Part 3	
	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Administration Fees	4,500		4,500		4,500	
Student Welfare	2,000		2,000		2,000	
Library Fees	5,000		5,000		5,000	
Caution Fees	2,000		2,000		2,000	
Tuition Fees	35,000	35,000	40,500	40,500	42,000	42,000
HRMPEB EXAM FEE	5,000	5,000	5,000	5,000	7,000	7,000
TOTAL PER LEVEL	53,500	40,000	59,000	45,500	62,500	49,000

	CHRP PART 1	CHRP PART 2	CHRP PART 3
Tuition Fee Per Subject	Kshs.7 000/=	Kshs.13 500/=	Kshs.14 000/=
Exams Fee per Subject	Kshs.1 000/=	Kshs.2 500/=	Kshs.3 500/=
ICT (only those taking MIS)	Kshs.2 000/=		
Research Project (only those taking the Unit)			Kshs.10 000/=

Attendance Modes

Option	Timings	When	Duration
Sunrise	6.30am – 8.30am	Weekday Daily	6 Months per semester
Lunch Time	11.30am – 2.00pm	Weekday Daily	6 Months per semester
Afternoon	2.30pm – 5.00pm	Weekday Daily	6 Months per semester
Evening	5.30pm – 8.00pm	Weekday Daily	6 Months per semester
Combination	5.30pm – 8.00pm	Mon/Wed/Fri/Sat Mornings	6 Months per semester
Saturday	8.30am – 5.00pm	Every Saturday	6months per semester
Full time	8.30am – 4.30pm	Weekday Daily	6 Months (intakes only in Jan & May)
Executive	8.30am – 1.15pm	Every Saturday	As per part/Level

Mode of Application

- Applications forms are available at CHRM Ufundi Plaza Offices, 4th Floor, or downloaded from our website www.chrm.or.ke and to be submitted with the application fee for the CHRP Part applied for to the Admissions Office on Ufundi Plaza Offices, 4th Floor, or sent to CHRM College, P.O. Box 4322-00200, Nairobi, Kenya. The application fee should be deposited into the following bank account:- **Kenya Commercial Bank – Biashara street Branch, Account No. 1180194667 in favor of College of Human Resource Management (CHRM).**
- The application package should include the completed application form, 2 copies of Degree/Diploma certificates, 2 copies of National ID, 2 passport size photographs, to admissions@chrm.or.ke or deliver to our offices as above. The application fee receipt/banking slip must be attached or Paybill message forwarded to **Mobile No. 0705 077566.**

Enquiries

College of Human Resource Management, Ufundi Plaza, 4th floor, Moi Avenue/Moktar Daddah Street, P.O. Box 4322-00200 Nairobi, Kenya/Tel: +254 (0) 20 221 7490/221 7979/224 8095 or Mobile Nos. 0727 792122/0718 781513/ Email: admissions@chrm.or.ke; Website: www.chrm.or.ke