TO: Walden University Students

From: Dr. Amy Puderbaugh, SPHR, GPHR, GMS
     amy.puderbaugh@waldenu.edu

Date: March 14, 2012

Re: Walden University’s New Student SHRM Chapter
    (Society for Human Resource Management)

SHRM is the popular professional association within human resource management. **Walden University has an on-line Student Chapter of SHRM that you can be a part of.** Joining SHRM is not a requirement of the University. However, it is a wonderful resource available to you at a very low rate (currently $35 a year) that you may wish to take advantage of.

In addition to the national chapter, there are local and student chapters as well. Consider joining Walden University’s totally online Student Chapter. When you join national SHRM as a student member, you have the opportunity to be a part of the Walden student chapter for no additional fees. If you would like to join SHRM and designate Walden University’s Student Chapter, please follow the steps below. Walden University’s chapter number is 5637.

National SHRM benefits include access to white papers, discussion forums, free HR advice, and discounts on HR books, conferences and study materials for HR certification. National SHRM also offers student scholarships. Our student chapter has student leaders who develop programs, events and opportunities for the chapter. Being a part of the student chapter allows you to build relationships with others who have an interest in HR or are actively involved in the profession.

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**First, make sure you are eligible to join.**

**Student Membership Eligibility Requirements**

- You are enrolled in the equivalent of at least six (6) credit hours per term in a degree-seeking program.
- Your coursework, taken or planned, supports an interest in Human Resource Management.

**Note:** If you are currently in a FT-exempt HR position, and/or you are already a member of SHRM as an associate or professional member, you are not eligible to join as a student. We would, however, welcome your participation in our new Student Chapter as a Professional. If you are already a member, please skip down to the section “Once you become a member.”

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The instructions for joining Student SHRM are, as follows:

**If you have already joined Student SHRM and listed Walden as your university:**

- You do not need to do anything
- If you did not send your membership number to me, please do so.
- SHRM will automatically assign you to the Walden Chapter.
If you want to join Student SHRM now and take advantage of all the member benefits:

• Go to: http://www.shrm.org/Communities/StudentPrograms/Pages/default.aspx

• Click “Join SHRM as a Student” under the “Membership Center” header.

• Click the link for the student online application.

• In the “Required Student Membership Information” section, make sure to select your:
  • Major or Concentration: “HR Management”
  • State: "Minnesota"
  • College: “Walden University”
  • No. of Credits: Enter your credits for your current term (You can find this information on your MyWalden page, in the “Student Services” tab or contact Academic Advising).

  • Walden is on the “compressed term” schedule. Be sure and choose this option, next to “No. of Credits.”

• After you have filled out all required fields, click “Continue”

• Click “Yes” when asked if you are a member of a SHRM student Chapter

• Choose “Minnesota” for the state

• Choose “Walden University Virtual Student Chapter” for the chapter.

Note: You may also download the application, fill it out, and send it through the mail. The downloaded application form has some great information about Student SHRM. Even if you join online, you may wish to download and read this. Also: Your membership will not be processed until membership dues are received. You may use a credit card, if desired, or send in the application with a check or money order. All applicants must submit proof of enrollment in the form of a course schedule. Print off your current schedule and mail it to Student SHRM with your application and/or payment.

In completing the application:

• In the Required Student Membership Information section:
  • Select your major
  • State: Select or insert “Minnesota”
  • College: Select or insert “Walden”

  Walden is on the “compressed term” schedule. Be sure and check that box!

Be sure and add the e-mail domain shrm.org to your address book so you can receive your SHRM e-mails.
Once you become a member: Send me the name you used to join and your membership number. I am compiling a list for Student SHRM to insure we get everyone moved to Walden’s chapter.

To express an interest in taking on a leadership position with Walden’s Student SHRM chapter, whether short- or long-term, small or large, send me an email.

If you have any questions about membership that you cannot find in the Student SHRM pages, please e-mail and ask me!

Thank you for your interest, and I hope to hear from you soon!

Regards,

Dr. Amy Puderbaugh, SPHR, GPHR
amy.puderbaugh@waldenu.edu