

Steps for Students to Claim Exemption from the National Knowledge Exam (NKE)

CPHR BC & Yukon Student Members at Accredited Schools* who have successfully completed the appropriate academic program can claim exemption from taking the National Knowledge Exam (NKE).

Meeting the criteria below and following these steps is considered equivalent to passing the exam. When complete you will be given the status of *CPHR Candidate*. This is a major step to attaining your full CPHR designation and will help you on your career path to becoming a successful Certified Human Resources Professional (CPHR).

Step 1

Become a [Student Member](#) of CPHR BC & Yukon while at school. Receive 25% off your membership as an accredited school student. Contact your HR program head or admin for the discount code.

Step 2

Complete your accredited HR program with the sufficient pass mark/grade (min 70% or B-).

Step 3

Please send official transcripts demonstrating your GPA cumulative average to cphr@cphrbc.ca. Once reviewed and approved, the Registrar will send you the exam exemption form to complete and return with payment details.

Exam exemption fee: If you are a new graduate or have graduated within the last 12 months you will save 25% off the exam exemption fee which is regularly \$460+GST= \$483 (this includes one-time \$60 certification application fee). The reduced fee is \$345+GST=\$362.25

Once the Exam Exemption Form is assessed/processed you will be sent confirmation. Congratulations, you are now a CPHR Candidate!

Future Steps

- Maintain your CPHR BC & Yukon membership to maintain your CPHR Candidate status. (You will be able to take advantage of the [New Graduate Membership](#) rate on your first renewal after graduating).
- The final step on your path to become a fully qualified CPHR is to attain 3 years of HR experience. More details on the [Experience Assessment](#).

Additional information about the CPHR designation:

- [*List of Accredited Schools](#) and related information - see **Path 3** on that page
- [FAQs](#)
- [National CPHR website](#)
- [The value of the CPHR designation](#)

Questions to: cphr@cphrbc.ca