The GRP certification provides you with a foundation of knowledge in remuneration and helps professionals to excel around the globe. It's the highly recognized rewards qualification and communicates to employers and colleagues that you have the skills and training needed to design strategically sound reward programs that support organizational needs.

About WorldatWork:
We're the leading nonprofit professional association in compensation and total rewards. We serve those who design and deliver total rewards programs to cultivate engaged, effective workforces that power thriving organizations.

To learn more, visit worldatwork.org today.

Continuous Learning
The learning continues. As you build your knowledge you'll be able to see the potential for your own growth on a day-to-day basis. This will allow you to have an immediate and noticeable impact within your organization.

Global Expertise
You'll not only understand the effect of globalization, but also the regional influences on the design and delivery of reward programs.

Competitive Advantage
Many professionals become the go-to resource for planning and development beyond their own department walls – and become a larger influence on business strategies.

Career Advancement
The GRP experience will expand your horizons as you learn from others. You will become a highly-desired candidate, a more well-rounded employee and invaluable team member.

Shape your future with the help of a GRP certification. "5 Characteristics of Successful Global Remuneration Professionals."

Start your due diligence today by requesting a GRP guide which shares your required exams. You can also sign up for classes to help you prepare for the exams.

Call us at 877-951-919X and we'll be happy to answer them. Or, schedule a call with a member of our Customer Relationship Services team.

Certification and Training Guide
Have Questions?
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Organizations that take advantage of WorldatWork’s Team Training

ADP
Avis Budget
Capital One
Coca-Cola Company
Cognizant Technology Services
Dentsply Sirona
Intel
Lockheed Martin
Mayo Clinic
Microsoft Corporation
National Bank of Dubai
Nestle
Novartis Pharmaceuticals
ON Semiconductor
SABIC
Salesforce.com
SAP
Shell International
UnitedHealth Group
Wells Fargo
World Bank
Human Resources is the core of an organization and holds the key to its success. As an HR professional, you must be equipped to handle the situations of today, while being ready to overcome the unexpected challenges of tomorrow.

Since 1955, WorldatWork has continued to set the standard for HR professionals who strive for the best. Serving HR professionals in organizations of all sizes and structures, WorldatWork’s certification programs and professional training options equip you with the knowledge, skills and confidence needed to design strategic total rewards programs that cultivate engaged workforces to drive organizational success.

**Strengthen your skills, broaden your reach**

Certified professionals become the go-to resource for planning and development beyond their own department walls – and become a larger influence on business strategies. Completing one of WorldatWork’s certifications shows your commitment to the profession and gives you the confidence needed to drive success.

The Global Remuneration Professional (GRP) designation conveys that you have a foundation of knowledge to make strategic decisions and implement practical solutions to conduct compensation practices for global organizations.

Helping you build a strong future in global rewards, WorldatWork provides courses worldwide to help you prepare for GRP certification exams and continue your professional development. WorldatWork’s global remuneration classes teach you how to effectively design and implement a unifying rewards strategy to support a stable and consistent global culture.

Providing individuals or departments cost-effective training, WorldatWork’s professional development programs are available in a variety of formats:

- **Corporate Training:** Ensures the same best practices are utilized by the entire team. This training option helps you maximize ROI while tailoring our education to meet your unique needs.
- **Traditional Classroom:** Whether in person or virtual, our traditional classroom option ensures limited distractions with group-focused study.
- **Self-Paced Materials:** Offers the opportunity for each individual to set the pace, maximizing time while building skills.
Global Remuneration Professional (GRP®)

The GRP designation signifies the knowledge and ability to integrate global rewards programs with business strategy. Those who hold this certification understand the impact of globalization and regional influences on the design and delivery of global rewards programs, successfully design and administer base and variable pay programs and effectively communicate global rewards information to management and staff.

Total Rewards Management (T1/GR1)

Job Analysis, Documentation and Evaluation (C2/GR3)

Base Pay Administration and Pay for Performance (C4/GR4)

Market Pricing — Conducting a Competitive Pay Analysis (C17/GR17)

Quantitative Principles in Compensation Management (C3E)

Variable Pay — Improving Performance with Variable Pay (C12/GR6)

International Remuneration — An Overview of Global Rewards (GR7)

Strategic Communication in Total Rewards (T4/GR9)

International Financial Reporting Standards for Compensation Professionals (T7)

Business Acumen for Compensation Professionals (C8)

Ten required exams.*

*Exams are administered through Pearson VUE’s computer-based testing centers worldwide.
Total Rewards Management
Certification Exam T1/GR1*

Learn what is required to formulate a rewards program that has the power to attract, motivate and retain. You will be introduced to the total rewards model and each of its components. Emphasis is given to the five elements of total rewards: compensation, benefits, work-life, performance and recognition, and development and career opportunities.

- Gain an understanding of total rewards management.
- Discover the five elements of total rewards.
- Understand the critical role of the main drivers — organizational culture, business strategy and human resources strategy.
- Learn the process of designing a successful total rewards strategy.

### What You Will Learn

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**GRP**
GLOBAL RENUMERATION PROFESSIONAL
Examine the methods and processes that support job analysis, job documentation and job evaluation in order to attract and retain effective talent. You’ll cover various methods of job evaluation including quantitative and market-based approaches. Exercises help you see how the methods outlined in the course can be put into practice in your organization.

- Review strategic concepts associated with job analysis, documentation and evaluation.
- Learn how to approach job analysis planning and implementation.
- Discuss job documentation and the necessary components and format for job descriptions.
- Examine market-based and content-based job evaluations with a focus on quantitative and nonquantitative approaches.

What You Will Learn

**Strategic Overview**
- The total rewards model
- Building a base pay structure
- Terms and definitions

**Job Analysis**
- Job analysis
- Sources of job information
- Job analysis communication
- Possible sources of error

**Job Documentation**
- Types of job documentation
- Job descriptions
- Job description format
- Job description preparation

**Market-based Job Evaluation**
- Market-based job evaluation
- Considerations in data collection

**Nonquantitative Job Evaluation Methods**
- Job content evaluation methods
- Ranking method
- Classification method

**Quantitative Job Evaluation Methods**
- Job content evaluation methods
- Compensable factors
- Job component method
- Point factor method
- Quantitative plan summary

**Selection and Implementation Issues**
- Selecting a job evaluation strategy
- Implementation issues

**Certification Exam C2/GR3**
GLOBAL RENUMERATION PROFESSIONAL
Learn how to design a pay program that is fair, competitive and supports your organization’s compensation strategy. This course provides an in-depth discussion of the principles, design, implementation and evaluation of an employee base pay program.

- Identify the relationship between an employee total rewards program and an organization’s business strategy.
- Discuss the design of base pay programs and necessary considerations.
- Discover what it takes to implement and deliver base pay.
- Examine pay for performance merit pay systems including development, utilization and costing.
- Address the effectiveness and efficiency of pay programs through monitoring and evaluation.
- Discern how and when HR should be involved in mergers and acquisitions.

**What You Will Learn**

**The Role of Base Pay in Total Rewards**
- The total rewards model
- The total rewards design process
- Introduction to base pay
- Job evaluation methods
- Job worth hierarchy

**Designing Base Pay Structures**
- Building a base pay structure
- Pay structure design and considerations
- Broadbands

**Practical Applications of Base Pay Structure Design**
- Exercise 1 — Market pricing approach
- Exercise 2 — Point factor approach
- Exercise 3 — Integrating market data into point factor

**Base Pay Implementation and Delivery**
- Pay approaches
- Job-based pay
- Differentials
- Pay actions
- Communicating pay actions
- New hire rates

**Pay for Performance and Salary Budgeting**
- Pay for performance
- Compensation strategy and philosophy
- Principles of merit pay programs
- The base pay investment
- Merit increase guidelines
- Components of market-based salary budget

**Administering and Evaluating Base Pay Programs**
- Monitoring pay levels
- Compression
- Maintaining pay structures
- Base pay program review and audit

**Mergers, Acquisitions and Base Compensation**
- HR involvement
- Key priorities for HR in the process
- HR participation on teams
- Integrating compensation plans
- Communicating compensation changes
Market Pricing — Conducting a Competitive Pay Analysis Certification Exam C17/GR17*

Learn to conduct an effective compensation analysis methodology to determine a job’s market value. This course teaches the skills needed to market price benchmark jobs and slot non-benchmark jobs into a salary structure for your organization. You will learn a consistent methodology for conducting a competitive pay analysis and ensure that it meets your organization’s hiring and retention goals.

- Review common compensation strategies, base pay structure design, and the establishment and use of a job worth hierarchy.
- Discuss how market pricing can support an organization’s business strategy.
- Discover data sources, data collection options, salary survey formats and use of job matching.
- Learn how the data from salary surveys can help you develop the market rate for benchmark jobs.
- Discuss the use of statistical analysis tools and aging, blending, weighting and slotting data.
- Learn how to handle exceptions or special situations.
- Find out how to communicate market pricing to upper management and your organization.

### What You Will Learn

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Quantitative Principles in Compensation Management Certification Exam C3E

Master HR statistics with Excel. This course focuses on general quantitative concepts, basic statistical tools and the mathematics of compensation design and administration. You will learn how to consider data from numerous sources with an emphasis on problem solving and decision making.

- Learn basic quantitative concepts and the four levels of measurement.
- Examine how to define and compare percents, market index and compa-ratios.
- Study the time value of money — including compound interest and the compound salary growth rate.
- Find out how to collect, analyze and accurately display statistical data.
- Learn how to determine central tendency and measures of central location.
- Discuss measures of variability.
- Gain an understanding of modeling and regression analysis.

What You Will Learn

Statistics — Data, Information and Levels of Measurement
- Why collect and use data
- Five key questions to ask about the variable of interest
- Levels of measurement

Percent and Related Issues
- Percents
- Compa-ratio (individual and department)
- Market index
- Percent difference
- Developing salary ranges

Time Value of Money
- Present and future value
- Compound interest and compound salary growth rate
- Constant midpoint progression
- Annuity payments

Statistics — Collecting, Organizing, Grouping and Displaying Data
- Populations and samples
- Frequency distributions

Statistics — Lying with Statistics, Graphs and Displays
- Recognizing distorted data
- Avoiding mistakes that distort data

Statistics — Measures of Central Tendency and/or Location
- Measures of central tendency
- Measures of location
- Percentile bar

Measures of Variability
- Measures of variability
- Z-scores

Statistics — Shapes of Distributions
- Interpreting distributions
- Normal distribution

Regression Analysis
- Regression models in a compensation environment
- Developing a regression model
- Cautions in the interpretation of correlations
- Multiple regression
Variable Pay — Improving Performance with Variable Pay Certification Exam C12/GR6®

Understand the fundamentals of variable pay and how it can support your organization’s business objectives. The course focuses on compensation strategy and variable pay, definitions, and the design and implementation of incentive, recognition, and bonus plans.

- Learn about the three categories of variable pay.
- Identify common business strategies and objectives for achieving them.
- Examine internal and external factors.
- Discuss the activities for designing the structure of the plan.
- Find out aspects to consider in establishing target performance and payouts.
- Learn about funding and distribution of plan earnings.
- Discover how to implement, communicate, and evaluate the success of your plan.

What You Will Learn

**Total Rewards and Variable Pay**
- Elements of compensation
- Categories of variable pay

**Supporting Business Objectives through Variable Pay**
- Business strategy
- Business strategy drives business objectives
- Business lifecycle
- Variable pay helps achieve business objectives

**Types of Variable Pay**
- Incentive plans
- Bonus plans
- Recognition plans

**Developing a Variable Pay Plan — Phases 1 and 2**
- Phase 1: Pre-design
- Phase 2: Design

**Developing a Variable Pay Plan — Phase 3**
- Phase 3: Funding and distribution
- Final approval

**Implementation and Evaluation**
- Plan implementation
- Selecting the implementation team
- Developing the communication plan
- Introducing the plan
- Coordinating plan administration

**Plan Evaluation**
- Determining plan effectiveness
- Why plans fail
- Potential evaluation outcomes
International Remuneration — An Overview of Global Rewards

Certification Exam GR7*

Gain an overview of total rewards and its role within global organizations. Topics include the development of effective compensation, benefits and work-life strategies that respond to organizational and environmental complexities, a discussion of expatriate pay assignments, an analysis of the influence of governments on rewards practices and the role of total rewards within the overall global management of human resources.

- Examine why companies globalize and the impact of it.
- Identify internal and external influences that affect the design and delivery of global rewards.
- Discover considerations to examine when developing a global compensation/rewards strategy.
- Learn approaches and issues associated with managing international assignments.
- Identify areas to assess and key factors related to successful cross-border mergers and acquisitions.

What You Will Learn

Globalization and Total Rewards
- Globalization
- The global business environment
- Total rewards

Influences on Reward Systems
- Influences on total rewards
- The impact of culture and other influences
- Rewards planning
- Global practices

Global Compensation Practices
- Elements and factors to consider in compensation/remuneration
- Base pay delivery
- Variable pay delivery
- Executive compensation
- Effective global practices
- Compensation challenges

Global Benefits Practices
- Influences on global benefits
- Global benefits strategy
- Statutory and nonstatutory benefits
- Cost of nonstatutory benefit programs
- Elements of benefits
- Social security
- Health care benefits
- Funding health and welfare benefits
- Retirement benefits
- Retirement benefit plans
- Other benefits
- Selection of benefits service providers

Managing International Assignments
- Definitions
- Evolution of international assignments
- International assignments
- Compensation systems
- Retirement issues
- Other issues

Cross-Border Mergers and Acquisitions
- Definitions of key terms
- Cross-border mergers and acquisitions
- The role of human resources
- The importance of culture
- Other global M&A issues
- Successful cross-border mergers and acquisitions

Work-Life, Performance and Recognition, Development and Career Opportunities
- Rewards in the global workplace
- Global performance management
- Impact on total remuneration
Strategic Communication in Total Rewards

Certification Exam T4/GR9*

Gain an introduction to strategic communication with focus on total rewards communication. This course begins by establishing the purpose and value of strategic communication along with discussion on how behaviors can be influenced by communications. You will learn an eight-step process that provides guidance for creating an effective and efficient communication campaign. Review of specific communications related to each of the total rewards elements is highlighted and suggestions for communicating special situations, such as a merger or acquisition, are provided.

- Learn the rationale for strategically planning a communication campaign.
- Discuss the characteristics of effective communication.
- Obtain an understanding of the eight steps of the communication process.
- Identify the appropriate communication channel to deliver the message.
- Review specific total rewards communications considerations and special situations.
- Find out how to effectively and efficiently manage your communication campaign.

What You Will Learn

Communication Strategy and Total Rewards
- Total rewards concepts and components
- Value and purpose of strategic total rewards communication
- Effective communication
- Management’s role in communication

Communication Fundamentals
- Fundamentals of communication
- Characteristics of effective communication
- The strategic communication process

The Strategic Communication Process: Steps 1-4
- Step 1 — Analyze the situation
- Step 2 — Define the objectives
- Step 3 — Conduct audience research
- Step 4 — Determine key messages
- Case study

The Strategic Communication Process: Steps 5-6
- Step 5 — Select the communication channel
- Step 6 — Develop the communications campaign

The Strategic Communication Process: Steps 7-8
- Step 7
- Step 8 — Evaluation
- Case study
- Managing the communication campaign

Total Rewards Communication and Special Situations
- Total rewards communication
- Total rewards statements
- Special situations
- Working effectively with external vendors and internal communication departments
International Financial Reporting Standards for Compensation Professionals Certification Exam T7*

Gain an introduction to International Financial Reporting Standards (IFRS). This course teaches the basic principles and concepts of these important standards as they relate to the compensation professional’s role. It will provide you with the understanding you need to interact effectively with accounting and finance departments in your company.

- Explore an overview of IFRS and the International Accounting Standards Board (IASB).
- Understand the objectives of financial reporting and how to identify and work with key stakeholders.
- Determine how financial statements relate to your compensation and benefits work.
- Examine International Accounting Standard 19 (IAS 19) short- and long-term benefits, as well as post-employment and termination benefits.

What You Will Learn

Introduction to IASB and IFRS
- The objectives of the IASB
- The structure of the standard setting body and sub-committees
- The conceptual framework
- The IAS and IFRS standards

Objectives of Financial Reporting
- Relationship between the conceptual framework and stakeholders
- Providing information to the stakeholders of the organization

Financial Statements
- Content of the key financial statements
- Statement of financial position, income, other comprehensive income and cash flows
- Notes accompanying the accounts

IAS 19 Purpose and Scope
- Concept of accrual accounting
- Basic principle to recognizing benefits in period earned, rather than when it is paid or payable

IAS 19 Short-Term Employee Benefits
- Definition and types
- Benefits that accrue and do not accrue
- Profit sharing and bonus plans
- Accounting treatment for short-term benefits with practical examples

IAS 19 Types of Post Employment Benefit Plans
- IAS 19 Features of a defined benefit plan
- Calculating the liability of a defined benefit plan
- Accounting treatment of a defined contribution plan
- Practical examples of treatment

IAS 19 Features of a defined benefit plan
- Calculating the liability of a defined contribution plan
- Methods of calculation including the reliance on actuarial and financial assumptions
- Discounted cash flow techniques and issues, such as the appropriate discount rate

IAS 19 Other long-term benefits
- Accounting treatment of these benefits
- Benefits that are immediately expensed
- Benefits that are accrued

8. IAS 19 Termination Benefits
- Categories and conditions of benefits that qualify
- Determination of the conditions for a plan
- Treatment of the benefits provision/payments
Business Acumen for Compensation Professionals Certification Exam C8*

Go beyond the technical aspects of your job. This course teaches the essential skills, behaviors and actions that support the understanding and development of business acumen. You will learn how to see the big picture, understand finance concepts, recognize the important relationship between compensation plans and the bottom line.

● Learn what it takes to apply key business acumen skills and behaviors.
● Understand, evaluate and articulate the relationship between compensation and business outcomes.
● Grasp essential financial concepts.
● Know how your business works and recognize the relationship between the compensation plan and the bottom line.
● Strengthen communication skills.

What You Will Learn

Module 1: Introduction to Business Acumen

● Business acumen skills and behaviors and key competencies
● Importance of business acumen to organizations and individuals
● The Global Rewards Framework
● Role of the compensation professional

Module 2: Knowing How Business Works

● Competitive strategies and market position
● Allowances
● Business life cycle

Module 3: Financial Literacy

● Basics of financial reports
● Common profit measures
● Common metrics

Module 4: Evaluating the Business

● Key performance indicators
● The organization's bottom line and its impact on compensation
● Common tools and approaches for evaluation

Module 5: Communication and Connections

● Building a knowledge network
● Identifying resources and where data comes from
● Importance of fact-based communication
● Engaging and contributing to discussions with non-compensation colleagues

Strengthen your skills, broaden your reach.
Other Training Opportunities

WorldatWork offers numerous non-certification training classes to help build targeted skills.

Compensation

WorldatWork offers a wide selection of compensation classes for both the emerging and seasoned professional. Whether looking for best practices, latest trends, general fundamentals or strengthening excel skills, our educational resources will help you understand the principles of compensation design and administration and how an effective system directly links to an organization’s culture and objectives.

Executive Compensation

HR professionals in this specialized area understand the value of knowing how to navigate the intricacies of this field. WorldatWork executive compensation education sets the groundwork providing the job skills and in-depth knowledge needed to be successful. Gain the strategies and tools to address the multitude of complex and interrelated issues and challenges that impact the successful design and implementation of an executive compensation plan.

Sales Compensation

The sales force is essential to the life of the company. To keep momentum in the marketplace, companies rely heavily on an effective sales compensation design. WorldatWork classes will help you gain the fundamentals for the design and implementation of sales compensation plans; learn how to competitively price sales positions; how to design incentive plans that work; and, how to utilize excel to create sales dashboards for analysis.
WorldatWork is the leading nonprofit professional association in compensation and total rewards. We serve those who design and deliver total rewards programs to cultivate engaged, effective workforces that power thriving organizations. We accomplish this through education and certification; idea exchange; knowledge creation; information sharing; research; advocacy; and affiliation and networking. Founded in the United States in 1955, today WorldatWork serves total rewards professionals throughout the world working in organizations of all sizes and structures.

WorldatWork is the certifying body for following prestigious designations: Certified Compensation Professional® (CCP®), Certified Benefits Professional® (CBP), Global Remuneration Professional (GRP®), Work-Life Certified Professional® (WLCP®), Certified Sales Compensation Professional (CSCP®), Certified Executive Compensation Professional (CECP®) are registered trademarks of WorldatWork. Advanced Certified Compensation Professional (ACCP)™ is also a trademark of WorldatWork.

Computer-based Testing Centers

With Pearson VUE’s computer-based testing centers, WorldatWork offers a convenient solution for scheduling and taking certification exams. Computer-based testing (CBT) provides your staff with immediate test results in a secure testing environment. With more than 4,000 testing centers worldwide, this testing environment allows exams to be schedule at the date, time and location most convenient.

Start Now and Plan for Success

Whatever your training goals, WorldatWork can provide solutions anytime, anywhere. We’ll work with you to help assess your needs and determine how we can best meet both your business objectives and your budget.

Take the first step and contact us today!
customerrelations@worldatwork.org

Strengthen your skills, broaden your reach.