GLOBAL PAYROLL MANAGEMENT CERTIFICATE PROGRAM

Uncover the best practices for building a successful global payroll strategy

2 Programs in 2019

Earn up to 18 RCHs, 1.8 CEUs, or 21 CPE credits
Field of Study: Business Management & Organization

www.GPMInstitute.com
GLOBAL PAYROLL MANAGEMENT CERTIFICATE PROGRAM

Addresses the challenges a global payroll organization faces such as standardization, consistency, and building an internal structure that supports paying employees globally.

Learning Objectives:

• Define your organization’s current state and review different global payroll delivery models
• Create a global matrix of data to collect
• Understand the importance of a country’s culture and how it will impact your project
• Develop a plan that supports implementation, ongoing operations, and vendor management

Your registration includes:

• The course workbook
• Networking continental breakfast and luncheon each day with your instructor and class attendees
• Up to 18 RCHs, 1.8 CEUs, or 21 CPE credits
## Learning Modules *

### INTRODUCTORY AND DISCOVERY PHASE

- Get started on your global journey
- Define current state and process mapping
- Understand data collections and stakeholders
- Create payroll service delivery model
- Understand cultural and language requirements
- Develop a business case

### THE STRATEGY PHASE

- Define your organization’s goals and objectives
- Create corporate governance model
- Understand deployment and operational strategies

### THE DESIGN PHASE

- Define compensation work rules and benefits
- Build a data matrix for each country’s compliance requirements
- Blueprint the global payroll structure and design

### THE IMPLEMENTATION PHASE

- Finalize plans for implementation
- Launch the project and kickoff
- Manage scope
- Define change management
- Establish training plan and communication
- Evaluate the project

### GLOBAL PAYROLL CASE

- Develop and manage a global payroll operation
- Identify global talent

### STRUCTURING GLOBAL PAYROLL OPERATIONS

- Build high performance global teams
- Manage vendor partnerships
- Understand global communications
- Create business continuity

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*Learning Modules subject to change without notice.*
2019 Global Payroll Management Certificate Program | Registration Form

Register online: www.GPMInstitute.com

1 Registration

Please register me for the following Certificate Program:

- Atlanta, GA  July 15-17  19GPM02C
- Dallas, TX  March 6-8  19GPM01C

TOTAL PRICE .......................................................... $1,335

2 Registriant Information (please print)

Registrant’s Primary Address
Name: Ms.  Mr.  
Title: 
Organization:
Street Address:
City: 
State/Province: 
Zip + 4-Digit/Postal Code: 
Phone: (Area/Country Code)  Fax: (Area/Country Code)
Email: 

Registrant’s Secondary/Home Address
Street Address: 
City: 
State/Province: 
Zip + 4-Digit/Postal Code: 
Phone: (Area/Country Code)  Fax: (Area/Country Code)
Email: 

Are you a GPMI Subscriber? (Check One)
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If yes, what name was it under? __________________________
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3 Payment Information

Payment in U.S. dollars must accompany registration form.
Currency Converter: www.xe.com

Three Enrollment Options:
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Card is: (check one) 
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Name on Credit Card: ____________________________

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Global Payroll Management Institute
c/o APA Customer Service
660 North Main Avenue, Suite 100
San Antonio, TX 78205-1217

Email: support@gpminstitute.com  •  Visit: www.GPMInstitute.com
Phone: (210) 224-6406  •  M–F, 8 a.m.–6 p.m. CT

If you require special services, please call Customer Service at least 14 days in advance of the event.

Registration Confirmation and Specific Seminar Locations
You will receive an email confirmation of your registration and class date after your completed form and payment have been received and processed. Specific class locations will be listed on GPMI’s website, www.gpminstitute.com, at least 30 days before the seminar date. If you have not received a confirmation email one week prior to your seminar, please contact Customer Service at the number above.

Schedule: Registration begins at 8:00 a.m. on the first day and the course is scheduled from 8:30 a.m. to 4:30 p.m.

Travel Arrangements: Attendees are responsible for their own travel arrangements to and from the seminar.

Hotel Accommodations: Room reservations and hotel charges are the responsibility of the individual. Specific class locations will be listed on GPMI’s website, www.gpminstitute.com, at least 30 days before the seminar date.

Class Transfers and Substitutions: Class transfers will be accepted depending on seating availability. If a participant substitution is needed, please contact Customer Service at (210) 224-6406 to receive a Transfer/Substitution form. Each transfer/substitution is subject to a $55 administrative charge and the difference of the new course price.

Credit for Recertification and Continuing Education: GPMI is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted online at www.learningmarket.org. GPMI’s sponsor identification number is 103152. No prerequisites required. Course level: Overview. Delivery method: Group-live. CPE Field of Study: Business Management & Organization = 21 CPE credits.

CPE Complaint Resolution Policy: The GPMI will make every effort to resolve complaints regarding NASBA compliance within a reasonable amount of time and in a confidential manner. A formal complaint must be submitted in writing and must set forth a statement of the facts and the specific remedy sought.

Submit CPE complaints to: Global Payroll Management Institute, Attn: Certification, 660 North Main Avenue, Suite 100, San Antonio, TX 78205-1217. Certification: (210) 226-4600.

We have registered with the Texas State Board of Public Accountancy to meet the requirements of the continuing professional education rules covering maintenance of attendance records, retention of program outlines, qualifications of instructors, program content, physical facilities and length of class hours. This registration agreement does not constitute an endorsement by the Board as to the quality of the program or its contribution to the professional competence of the licensee.

Recertification Credit Hours (RCH) are awarded by the GPMI for pre-approved payroll learning events.

Last updated: January 2019

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