Selection Analyst Training Certification
Cohort Participation Agreement – (2019)

Participant’s Name: ___________________________  Agency: ___________________________

This form must be completed for each Participant recommended for the Selection Analyst Training Certification Cohort.

Criteria: Selection Analyst Cohort candidates must represent the best and brightest staff with proven analytical and communication skills, a strong desire to change things for the better, and technical proficiency at least at the Excel level 1 (or equivalent). Project work will be an actual work project, that may be challenging, and as a result, only candidates with exceptionally high capabilities and motivation are encouraged to enroll in the Cohort.

The Selection Analyst Training Certification Cohort is approximately 8 weeks in duration and equips participants with the knowledge, and skills required for certification as a Selection Analyst. There are 8 required instructor led courses, which includes 2 elective courses to further enhance the training experience by providing skills application opportunities.

This document, indicating approval for the commitment needed to successfully complete this certification process, must be signed at all levels and provided to the facilitator of the Selection Analyst Training Cohort Orientation session. Faxed and email copies are acceptable at the Orientation session, but prior to entrance to the first Cohort class, this original document with wet signatures is required for further participation in the Cohort.

The non-refundable cost of the Cohort is $2,250, and is payable through your Department.

Participation in the Cohort will require successful completion of the 8 required courses, failure to complete all required elective courses at any point in the “life of the Cohort” may result in dismissal from the Cohort. Substitutions for registered Cohort participants will be evaluated on an individual basis. No substitute Cohort participant requests will be honored later than 2 business days from the start of the Cohort.

Your signatures below indicate a commitment to the time and effort and support required in order for the participant listed below to successfully complete the Cohort and attain Selection Analyst Training Certification in the allocated timeframe.

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CAL HR
CALIFORNIA DEPARTMENT FOR HUMAN RESOURCES

Rev. Date 8/8/19