

**Webinar presented by Human Resources Professionals Association  
OOTR – Discontinuation of the OAP  
June 24, 2021**

**When does the discontinuation date take place?**

The OAP will be discontinued as of January 1<sup>st</sup>, 2022. The fall 2021 term will be the last offering of the OAP.

**If I can commit to the program full-time, can I take all nine courses in one semester?**

You can take all nine courses in one semester; however, this is not recommended if you are working full-time. The workload would be too hard to manage. We would recommend you contacting HRPA directly to discuss this option.

**Will other institutions accept advance standings of OAP courses?**

Historically, colleges have accepted courses completed through the OAP, as well as some continuing education programs through universities. However, please contact the academic institution you are interested in attending to confirm if you can transfer courses completed through the OAP prior to enrolling.

**Will there be other training providers that will offer the courses on a one-by-one basis?**

For information on academic institutions offering courses on a one-by-one basis, please visit: <https://hrpa.s3.amazonaws.com/uploads/2021/06/Substitutions-for-OAP.pdf>.

**Do universities and colleges know that these changes are happening?**

Yes, they have been informed ahead of time of the discontinuation of the OAP.

**When we start taking courses at one school, do we have to stick to that school for all courses?**

You may take as many or as little courses from any number of academic institutions as long as the courses you are completing have been approved by HRPA. To confirm if they have been approved, please consult HRPA's School Search tool here: <https://apps.hrpa.ca/schoolsearch/>.

**How many courses per semester are realistic to manage full-time?**

It is strongly recommended that you do not take any more than three courses in one semester if you are working full time.



**How long remains the access to courses material after registering for the fall semester?**

Once the final examination period has ended, individuals will no longer be able to access course content. This is applicable to all semesters, and not just the fall 2021 semester.

**Was a phase out period not considered to allow those that are more than 50% through the HRPAs courses to finish, rather than one semester of notice? Some of the institutions only allow two courses to be transferred so those of us with more than that will need to repeat or try to find another school that allows more courses to be transferred.**

This was not necessary, as there are plenty of a la carte options and alternative offerings to choose from to complete the coursework. There is no need to transfer courses as HRPAs will accept them taken from more than one institution. HRPAs does not require courses to be transferred to accept them.

**Often, schools will charge sundry fees to send transcripts externally. Will HRPAs offer any financial assistance for these potential sundry fees?**

No, HRPAs will not cover the cost to have a transcript(s) submitted for assessment to meet the Coursework Requirement. Individuals have had to pay their academic institution for their transcript even prior to the discontinuation of the OAP.

**Are the Challenge Examinations being discontinued, as well?**

No, only the OAP is being discontinued. Challenge Examinations will continue to be offered as normal.

**Is there a maximum number of courses we can take in one term in the OAP? Am I able to register for four courses?**

You can register for four courses in one semester, we do not have a minimum or maximum that you need to register for. However, it is strongly recommended that you do not take any more than three courses in one semester if you are working full-time. If you are working part-time or not at all, then this could be manageable. Please contact HRPAs directly to discuss this option.

**When we do want to apply to HRPAs for the Knowledge Exams, how will we need to provide records from the OAP courses (especially if we are NOT a member with the course outcome information saved)?**

If you are not an active registrant while registering for courses through the OAP, grades will not be automatically added to your profile once they have been released. Once you have



completed the courses and activated your membership, please forward the emails containing the grade letters to Thomas Callitsis at: [tcallitsis@hrpa.ca](mailto:tcallitsis@hrpa.ca) so that they may be added to your profile.

**May I ask what the rationale for announcing the discontinuation now rather than last semester? Seeing as how you only recommend taking three courses at a time, it is impossible for anyone who started this semester to finish the required nine courses before 2022.**

The announcement was made in a timely manner from when the Board of HRPA made the final decision. We do not stop individuals from taking more than three courses, it is a recommendation only and not a requirement. Individuals do have the option of finishing all nine courses by the end of 2021 or taking the courses elsewhere in 2021 to complete them.

**Why was this announcement made after the refund period had expired this semester?**

HRPA will review refund requests on a case-by-case basis to ensure that we apply the policy equitably and fairly based on the decision we have made. We do ask that you email Thomas Callitsis or Kelly Morris if you have a request for a refund at: [tcallitsis@hrpa.ca](mailto:tcallitsis@hrpa.ca) or [kmorris@hrpa.ca](mailto:kmorris@hrpa.ca).

**Can I complete a mix of OAP courses and courses through the a la carte providers to meet the Course Requirement?**

You may take as many or as little courses from the OAP, as well as any academic institution, if the courses you are completing have been approved by HRPA. To confirm if they have been approved, please consult HRPA's School Search tool here: <https://apps.hrpa.ca/schoolsearch/>.

**Can you advise what specific other college offerings have the same format as OAP, being asynchronous, flexible exam scheduling, online-at-home testing, no group work?**

For information on academic institutions offering courses on a one-by-one basis and how they are offered, please visit: <https://hrpa.s3.amazonaws.com/uploads/2021/06/Substitutions-for-OAP.pdf>.

**Will the prices for the other courses be the same as what we are currently paying for OAP? Do we receive an HRPA discount on outside courses?**

For course pricing, individuals will have to reach out to the academic institution they wish to attend and enquire. HRPA will not be offering any discounts for any courses registered for at a college or university.



**Some schools do not have courses offered in each semester, meaning that completing all nine courses will be a very delayed process. Is there any consideration given to that? Does the coursework need to be completed within a given timeframe?**

The length of time to complete the courses at an academic institution will not be changing with the discontinuation of the OAP. We recommend reaching out to the academic institution you are interested in completing the remaining courses at to enquire what their offerings are like, as many post-graduate certificate programs, for example, can be completed in two semesters. Courses are valid for 10 years from the year they were completed in to qualify towards meeting the Coursework Requirement.

**I completed eight out of nine subjects through the OAP. Will HRP recognize those that have already been completed, after OAP's discontinuation?**

If you are not an active registrant while registering for courses through the OAP, grades will not be automatically added to your profile once they have been released. Once you have completed the courses and activated your membership, please forward the emails containing the grade letters to Thomas Callitsis at: [tcallitsis@hrpa.ca](mailto:tcallitsis@hrpa.ca) so that they may be added to your profile. If you were an active registrant prior to registering for any of the courses, they would have been automatically added to your profile. Courses are valid for 10 years from the year they were completed in to be valid towards meeting the Coursework Requirement.

**Is the expiry date remaining the same for OAP or school courses to meet the Coursework Requirement (10 years)?**

Courses are valid for 10 years from the year they were completed in to be valid towards meeting the Coursework Requirement; there is no change in this requirement.

**Conestoga College will credit students for OAP courses; however, they require a detailed course outline for completed courses. How do we obtain this after OAP is discontinued?**

To obtain previous course outlines, please reach out to Thomas Callitsis or Kelly Morris by email at: [tcallitsis@hrpa.ca](mailto:tcallitsis@hrpa.ca) or [kmorris@hrpa.ca](mailto:kmorris@hrpa.ca).

**For the a la carte training providers, are the prices per course the same as per OAP prices or are they higher, the same or lower? Are there any restrictions on what fee they can charge for their courses?**

The price for OAP courses is comparable to a college level course. When we set the prices for the OAP, we surveyed the market so that we could offer the courses at a comparable price.

This price was based on the HRPAs member price point and not the non-member price point. HRPAs does not set the prices for course registration at academic institutions.

**In looking at the course selections at another institution, there are many more courses than the nine offered by HRPAs, and courses with different names. Is there a way to know exactly which courses offered by another institution match the ones recognized by HRPAs for the designations?**

HRPA has developed a School Search tool to help individuals determine which courses they have taken, or which courses they are planning on taking, are HRPAs-approved. You can access the School Search tool here: <https://apps.hrpa.ca/schoolsearch/>. Only courses that appear on the School Search tool can be used towards meeting the Coursework Requirement.

**I heard that some courses may be added to the HR certification requirements. Is that still the case, or are the same nine required courses in place for the foreseeable future?**

HRPA will not be adding further courses to the Coursework Requirement. The same nine required courses will remain as is. Any changes will be announced to HRPAs registrants ahead of time.

**Are Grade Letters the only document provided by HRPAs or is a traditional transcript available and, if so, does it need to be requested?**

Yes, the grade letters sent are the official documentation that individuals have confirming that they completed a course through the OAP. As HRPAs is not an academic institution, we do not issue transcripts in the traditional sense.

**Is the OAP administered fully online? Would I be able to complete the entire process while residing in a different country?**

Yes, the OAP is delivered solely online. Each week, individuals will access their account for new course content to work through. Individuals can participate in the OAP anywhere in the world; however, we recommend reaching out to Captus Press at: [support@captus.com](mailto:support@captus.com) to confirm if there are any specific access restrictions for certain countries.

**Does HRPAs recommend courses to do in the same semester? Are there any complimentary pairings?**

We do not recommend which courses to take in each semester, however, HR Management and Organizational Behaviour are considered the two introductory courses in HR and are often taken together to determine if HR is a proper fit for an individual. We recommend

reaching out to the academic institution you are interested in enrolling in to discuss which courses are offered in each of their semesters.

**There may be more interest in the fall courses with the announcement of the discontinuation, will you be able to accommodate everyone, or is there a maximum number of students allowed to register?**

Captus Press, the provider of the OAP, will be able to accommodate all students in the fall 2021 term.