

SCHOOL OF BUSINESS

ADVANCED CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

The Advanced Certificate in Human Resources (HR) is a planned program of study focused on the behavioral competencies and functional knowledge areas within the themes of HR Competencies, People, Organization, Workplace and Strategy. The Advanced Certificate assists a student preparing to take the Associate Professional in Human Resources exam administered by the HR Certification Institute.

Curriculum

The matrix below is a sample plan for all coursework required for this program.

First Year

Fall	Credits
Human Resources Core and/or Human Resource Electives ^{1,2}	6
Total Hours	6

Spring	Credits
Human Resources Core and/or Human Resource Electives ^{1,2}	6
Total Hours	6

Second Year

Fall	Credits
Human Resources Core and/or Human Resource Electives ^{1,2}	6
Total Hours	6

Spring	Credits
Human Resources Core and/or Human Resource Electives ^{1,2}	3
Total Hours	3

¹Required human resources core (12 hours): MGMT 3023 Principles of Human Resource Management, MGMT 3323 Employment Law, MGMT 4093 Organizational Behavior, and MGMT 4323 Compensation and Benefits.

²Approved human resources electives (9 hours selected from the following courses): MGMT 3123 Business Ethics, MGMT 4033 Internship I in Management, MGMT 4213 Strategy and Leadership, MGMT 4223 Leadership: Ideas and Images in Art, Film, History, and Literature, and PSY 3093 Industrial and Organizational Psychology.