

HUMAN RESOURCE MANAGEMENT CERTIFICATE – B010

Program Information Contact: Kelly O'Connor, 552-2315, koconnor@hcc.edu

Online Information Contact: Gloria DeFillipo, Dean of Distance Education; 552-2236; gdefillipo@hcc.edu

E-Institute: <http://webtide.hccdl.org> Courses in red are not available online.

Students who successfully complete this certificate program are prepared to begin entry-level positions in human resource management. Credits earned through the certificate program may be applied toward the A.S. in Human Resource Management well.

| Term/Grade | Course Number | Course Name | Course Credits |
|---------------------------------------|---------------|--|----------------|
| GENERAL EDUCATION REQUIREMENTS | | | |
| | | Eligibility for ENG 101 | |
| PROGRAM REQUIREMENTS | | | |
| | | | 15 |
| _____ | LAW 218 | Employment Law (Fall) | 3 |
| _____ | MGT 230 | Principles of Management | 3 |
| _____ | MGT 231 | Human Resource Management | 3 |
| _____ | MGT 240 | Organizational Behavior (Spring) <u>or</u> | 3 |
| _____ | PSY 210 | Social Psychology | |
| _____ | PSY 110 | Introduction to Psychology <u>or</u> | 3 |
| _____ | SOC 110 | Introduction to Sociology | |
| PROGRAM ELECTIVES | | | |
| | | | 9 |
| _____ | _____ | Human Resource Management Electives ¹ _____ | 3 |
| _____ | _____ | Human Resource Management Electives ¹ _____ | 3 |
| _____ | _____ | Human Resource Management Electives ¹ _____ | 3 |
| Total Credits | | | 24 |

NOTES:

¹ Select from BUS 115, BUS 280, CSD 114, CSI 111, PHI 103, PSY 110, PSY 113, PSY 260, SOC 110, SOC 210, SOC 214, SOC 220, SSN 120.