

HUMAN RESOURCE MANAGEMENT OPTION – B011
A.S. in Business Administration
(80% of degree available on-line)

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This two-year associate degree option teaches students the various aspects of human resources, such as labor needs, employment recruiting, and job analysis. Students may use the degree to transfer to American International College or Western New England College to further their studies. HCC is one of only three community colleges in Massachusetts with this certification.

Comp. In Prog/ Term	Course Number	Course Name	Course Credits
	GENERAL EDUCATION REQUIREMENTS		20
_____	ENG 101	Language and Literature I	3
_____	ENG 102	Language and Literature II	3
_____	ECN 101	Principles of Economics I	3
_____	PSY 110	Introduction to Psychology or	3
_____	SOC 110	Introduction to Sociology	3
_____	_____	Laboratory Science (D) - ESC 111	4
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BIO 103, BIO 111, ENV 120, 137, 138, 140 require an on-site lab			
	PROGRAM REQUIREMENTS		27-28
_____	ACC 111	Principles of Accounting I ¹	3
_____	ACC 112	Principles of Accounting II	3
_____	BUS 115	Computer Applications or	3
_____	CSI 111	Computer Concepts w/ Applications ²	4
_____	LAW 211	Business Law	3
_____	LAW 218	Employment Law (Fall)	3not available online
_____	MGT 230	Principles of Management	3
_____	MGT 231	Human Resource Management (Spring)	3
_____	MGT 240	Organizational Behavior ³ (Spring)	3not available online
_____	MKT 240	Principles of Marketing	3
	PROGRAM ELECTIVES		13-16
_____	_____	Humanities Elective ⁴ (C) or	
_____	_____	Human Resource Management Elective ⁶	3
_____	_____	Humanities Elective ⁴ (C) or	
_____	_____	Human Resource Management Elective ⁶	3
_____	_____	Humanities Elective ⁴ (C) or	
_____	_____	Human Resource Management Elective ⁵	3
Humanities: COM 121, ENG217, ENG 218, ENG 223, ENG 224, ENG 225, ENG 226, HIS 111, HIS 112, MUS 106			
Human Resource: BUS 280, PSY 110, SOC 110, SOC 214, SOC 220			
_____	_____	Math Elective ⁶ (D) MTH 142	3-4
_____	_____	Math Elective ⁶ (D) MTH 142	3-4
_____	_____	General Elective (any online course)	1-3
Total Credits			60-61

NOTES:

- ¹ Prerequisite: Eligibility for MTH 085. Students not eligible for MTH 085 must take MTH 075 as a prerequisite to ACC 111.
- ² Eligible for ENG 101.
- ³ Prerequisite: MGT 230.
- ⁴ Students transferring under the Transfer Compact to UMass or any other Massachusetts state college or university MUST take nine (9) credits of Humanities (C) courses. Students planning to transfer to other four-year institutions should check with either their academic advisor or the Transfer Affairs Coordinator in selecting their courses.
- ⁵ Select from BUS 280, CSD 114, PHI 103, PSY 110, PSY 113, PSY 260, SOC 110, SOC 210, SOC 214, SOC 220, SSN 120.
- ⁶ Select from MTH 160 (D), MTH 162 (D), MTH 111 (D), MTH 112 (D), or MTH 142(D). Students will not receive credit for both MTH 162 and MTH 111. UMass wants MTH 160 **and** MTH 162.