HUMAN RESOURCE MANAGEMENT +

This certificate prepares students for entry-level positions in human resource management. Students will gain an understanding of the key functions and practices of human resource professionals including: recruitment, selection, training, wage and salary administration, benefits, legal obligations, and regulations. The program prepares students for the aPHR (Associate Professional in Human Resources) certification from the HR Certification Institute (HRCI).

Courses taken in this certificate can be applied to Human Resource Management digital credentials and Associate degree programs in Business (A.S.) + or Professional Studies (A.S.) +.

Re	Required Courses are listed in the order in which we recommend you take them.	
	First Semester Seminar	
	INT 1050 - Dimensions of Self & Society	
	BUS 1010 - Introduction to Business	
	BUS 2410 - Human Resource Management	
	INT 1013 - Personal & Professional Effectiveness	
	INT 1019 - Effective Leadership & Collaboration	
	BUS 2340 - Effective Hiring & Performance Management	
	BUS 2330 - Conflict Management	
	COM 2060 - Strategies to Improve Workplace Communication	
	BUS 2435 - Employment Compensation and Benefits	
	BUS 2445 - Employment Law	
	BUS 1190 - Health & Safety in the Work Environment	
	BUS 2440 - Introduction to Business Law	
	INT 2860 - Professional Field Experience	
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10	al credits: 29	
	+ This program can be completed fully online.	

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