

# HUMAN RESOURCES CERTIFICATE

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## Entry Time

Fall, Spring, Summer

## Award

Certificate

1 year (2 terms)

Students in the Management Associate of Applied Science degree may elect to receive a certificate in Human Resources after completing the required courses. Please consult with the Business and Information Technology Department for more information regarding this option.

## Certificate Requirements

Course	Title	Credit Hours
<b>Term 1</b>		
CSC-116	Information Computing	3
MGT-101	Principles of Management	3
MGT-170	Human Resource Management	3
	<b>Term Totals:</b>	<b>9</b>
<b>Term 2</b>		
MGT-171	Human Resource Strategies - Talent Management and Employee Relations <sup>1,2</sup>	3
MGT-179	Human Resource Strategies - Total Rewards, Safety and Labor <sup>1,2</sup>	3
	<b>Term Totals:</b>	<b>6</b>
	<b>Program Totals:</b>	<b>15</b>

<sup>1</sup> Prerequisite required. See MyHub or your advisor.

<sup>2</sup> Minimum grade requirement is C- to earn certificate