

HUMAN RESOURCES MANAGEMENT (15 credits)

The certificate program in Human Resources Management is intended to enhance management and leadership skills and consists of five college courses, each of which earns three credits. Credits earned in the Certificate are applicable to associate and baccalaureate programs in management and business administration.

	Credits
MGMT 101 Principles of Management and Organizational Behavior	3
MGMT 102 Human Resources Management	3
MGMT 304 Management and Organizational Theory in Healthcare Organizations	3
MGMT 306 Legal Aspects of Human Resources Management	3
MGMT 307 Motivation and Reward Systems	3

Admissions Requirements – Human Resources Management Certificate

- Pre-admissions advising session through the Department of General Studies
- High School diploma or General Education Diploma (GED)
- Satisfactory (grade of C or higher) completion of at least one three-credit course required for Certificate
- Submission of Application for Certificate Candidacy form and application fee