HUMAN RESOURCES CERTIFICATE

Program Description

The Human Resources Certificate at UCC provides students with the knowledge and skills needed to pursue a career in human resources management. The program covers a range of topics, including recruitment and selection, employee relations, compensation and benefits, and HR legal compliance. Students will learn practical skills that can be applied in various industries and organizational settings.

Program Learning Outcomes

1. Recall key HR concepts, laws, and regulations related to recruitment, hiring, and employee management.
2. Understand the role of HR in organizations and its impact on employee performance and organizational success.
3. Apply HR principles and best practices to solve common HR problems and challenges.
4. Analyze HR data and metrics to make informed decisions about staffing, training, and development.
5. Evaluate HR policies, programs, and practices to ensure compliance with legal and ethical standards.

Career Considerations

Graduates of the Human Resources Certificate program can pursue various career paths in human resources management. They may seek entry level roles such as HR generalist, recruitment specialist, benefits administrator, or training coordinator. This certificate also provides a solid foundation for further education and professional certifications in HR.

Program Course Requirements

Course	Title	Credits
First Year		
First Term		
SDP 113	Human Relations-Supervisors	3
	Credits	**3**
Second Term		
SDP 208	Human Rscs for Supervisors	3
	Credits	**3**
Third Term		
SDP 109	Elements of Supervision	3
BA 260	Advanced Human Resources	3
	Credits	**6**
	Total Minimum Credits	**12**

Advising Notes

- This course path is designed for a Fall start and is fully embedded within the AAS in Business. Please see advisor to ensure you are following the correct path to meet your goals.