

## Work Sheet - Human Resources Management

### Diploma Degree in Business Administration- Human Resources Management (60 Credit Hours)

#### Minimum Business Core Requirements (18 credit hours)

<input type="checkbox"/>	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
<input type="checkbox"/>	<b>ACT 200</b>	Financial Accounting	3	Pre: MAT 100 or ConP: MA 161 or MA 223			
<input type="checkbox"/>	<b>ECO 200</b>	Principles of Economics	3	Pre: MAT 100 or ConP: MA 130 or ConP: MA 223			
<input type="checkbox"/>	<b>BUS 250</b>	Business Organization and Management	3	Pre: ENGL 100			
<input type="checkbox"/>	<b>MKT 210</b>	Principles of Marketing Management	3	Pre: ENGL 100			
<input type="checkbox"/>	<b>FIN 200</b>	Managerial Finance	3	Pre: ACT 200			
<input type="checkbox"/>	<b>BUS 201</b>	Career Strategies	3	Pre: Sophomore			

Business Core Req. Credits Planned (18): \_\_\_\_\_

Credits Completed: \_\_\_\_\_

Credits Remaining: \_\_\_\_\_

### Human Resources Management Concentration Selective Requirements (18 credit hours)

<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
<input type="checkbox"/> HRM 300	Organizational Behavior	3	Pre: BUS 250, ENGL 106 or ENL 110			
<input type="checkbox"/> HRM 310	Human Resource Management	3	Pre: BUS 250, ENGL 106 or ENL 110			
<input type="checkbox"/> HRM 320	Techniques of Employee Selection and Recruitment	3	Pre : HRM 310			
<input type="checkbox"/> HRM 340	Training and Development	3	Pre: HRM 310			
<input type="checkbox"/> HRM 390	Business HRM Application	3	Pre: HRM 310, Sophomore			
<input type="checkbox"/> HRM 395	Internship in HRM	3	Pre: Sophomore			
<input type="checkbox"/> HRM 350	Performance Management System	3	Pre: HRM 310			
<input type="checkbox"/> HRM 360	Compensation and Benefit	3	Pre: HRM 310			

HR Concentration Credits Planned (18): \_\_\_\_\_

Credits Completed: \_\_\_\_\_

Credits Remaining: \_\_\_\_\_

### Math Requirements (6 credit hours):

<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
<input type="checkbox"/> MAT 100	Introduction to Mathematics	3	None			
<input type="checkbox"/> MAT 150	Mathematics for Business	3	Pre: MAT 100			

Math Requirements Credits Planned (6): \_\_\_\_\_

Credits Completed: \_\_\_\_\_

Credits Remaining: \_\_\_\_\_

**Liberal Arts Requirements (18 credit hours):**

**English Language and Communication Skills (9 credit hours)**

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
<input type="checkbox"/>	<b>ENGL 100</b>	English for Academic Studies	3	None			
<input type="checkbox"/>	<b>ENL 110</b>	English Composition	3	Pre: ENGL 100			
<b>or</b>							
<input type="checkbox"/>	<b>ENGL 106</b>	English Composition	3	Pre: ENGL 100			
<input type="checkbox"/>	<b>COM 114</b>	Fundamentals of Speech Communication	3	Pre: ENGL 100			

**General Education Requirement (9 credit hours)**

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							
<input type="checkbox"/>							

Liberal Arts Credits Planned (18): \_\_\_\_\_

Credits Completed: \_\_\_\_\_

Credits Remaining: \_\_\_\_\_

**Total Credits Required for Degree: 60 Total Credits Planned: \_\_\_\_\_ Total Credits Completed: \_\_\_\_\_ Total Credits Remaining: \_\_\_\_\_**