

## 6.3 Work Sheet

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

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

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Contact Hours</u>		<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
				<u>Classroom</u>	<u>Lab</u>				
<input type="checkbox"/>	<b>ACT 200</b>	Financial Accounting	3	3	0	Pre: MAT 100			
<input type="checkbox"/>	<b>ECO 200</b>	Economics for Managers	3	3	0	Pre: MAT 100			
<input type="checkbox"/>	<b>BUS 250</b>	Business Organization and Management	3	3	0	Pre: ENGL 100			
<input type="checkbox"/>	<b>MKT 210</b>	Principles of Marketing Management	3	3	0	Pre: ENGL 100			
<input type="checkbox"/>	<b>FIN 200</b>	Managerial Finance	3	3	0	Pre: ACT 200			
<input type="checkbox"/>	<b>BUS 201</b>	Career Planning	3	3	0	Pre: Sophomore			

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

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

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

**Human Resources Management Concentration Requirements (18 credit hours)**

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Contact Hours</u>		<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
				<u>Classroom</u>	<u>Lab</u>				
<input type="checkbox"/>	<b>HRM 200</b>	Organizational Behavior	3	3	0	Pre: BUS 250, ENGL 106			
<input type="checkbox"/>	<b>HRM 210</b>	Human Resource Management	3	3	0	Pre: BUS 250, ENGL 106			
<input type="checkbox"/>	<b>HRM 220</b>	Tech. of Emp. Selection and Recruitment	3	3	0	Pre: HRM 210			
<input type="checkbox"/>	<b>HRM 240</b>	Training and Development	3	3	0	Pre: HRM 210			
<input type="checkbox"/>	<b>HRM 290</b>	Project Course in HRM	3	0	3	Pre: HRM 210, Sophomore			
<input type="checkbox"/>	<b>HRM 295</b>	Internship in HRM	3	0	0	Pre: Sophomore			

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

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

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

**Math, Science and Technology Requirements (9 credit hours):**

**Quantitative Reasoning (6 credit hours)**

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Contact Hours</u>		<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
				<u>Classroom</u>	<u>Lab</u>				
<input type="checkbox"/>	<b>MAT 100</b>	Introduction to Mathematics	3	3	0				
<input type="checkbox"/>	<b>MAT 150</b>	Mathematics for Business	3	3	0	Pre: MAT 100			

Quantitative Reasoning Credits Planned (6): \_\_\_\_\_ Credits Completed: \_\_\_\_\_ Credits Remaining: \_\_\_\_\_

**Technology (3 credit hours)**

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Contact Hours</u>		<u>Pre-Req, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
				<u>Classroom</u>	<u>Lab</u>				
<input type="checkbox"/>	<b>ICT 100</b>	Introduction to IT and Computing Essentials	3	1	2				

Technology Credits Planned (3): \_\_\_\_\_ Credits Completed: \_\_\_\_\_ Credits Remaining: \_\_\_\_\_

**Liberal Arts Requirements (15 credit hours):**

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

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Contact Hours</u>		<u>Pre-Reg, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
				<u>Classroom</u>	<u>Lab</u>				
<input type="checkbox"/>	ENGL 100	English for Academic Studies	3	3	0				
<input type="checkbox"/>	ENGL 106	English Composition	3	4	0	Pre: ENGL 100			
<input type="checkbox"/>	COM 114	Speech Communication	3	3	0	Pre: ENGL 100			

**General Education Requirement (6 credit hours)**

	<u>Course Code</u>	<u>Course Title</u>	<u>CR</u>	<u>Contact Hours</u>		<u>Pre-Reg, ConP</u>	<u>Other Information</u>	<u>Term</u>	<u>Comments</u>
				<u>Classroom</u>	<u>Lab</u>				
<input type="checkbox"/>									
<input type="checkbox"/>									
<input type="checkbox"/>									
<input type="checkbox"/>									
<input type="checkbox"/>									

Liberal Arts Credits Planned (15): \_\_\_\_\_

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

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

**Total Credits Required for Degree: 60**

**Total Credits Planned: \_\_\_\_\_ Total Credits Completed: \_\_\_\_\_**

**Total Credits Remaining: \_\_\_\_\_**