Human Resource Management Certificate

Powered by changes in the business environment, organizations of all types – from start-ups to not-for-profit, local to global – are driving the demand for dynamic and knowledgeable human resource professionals. Organizations succeed by how skillfully they develop, allocate, and lead its most valuable asset – people!

The undergraduate Certificate in Human Resource Management provides a deep dive into the human resource professional’s role in helping individuals, work groups, and organizations succeed. Each course in the program focuses on practical information, and emphasizes the ways in which the vital concepts taught in the program apply to real workplace situations. This certificate is useful to students who seek careers in human resource management or leadership roles. The curriculum in this program helps you prepare for the PHR and SHRM-CP industry exams.

As a student in this program, you take courses in human resource management, occupational safety and health, employment law, training methods, labor relations, compensation planning and management, and staff recruitment. The certificate program identifies four tracks to allow for ease of scheduling and planning, based on your unique career interests. Tracks include: Compensation and Benefits, HR Generalist, HR in Industry and Manufacturing, and Customized. Tracks are not required or identified on the HRM Certificate.

This Certificate will prepare you for roles in HR such as

- HR Manager
- Training Manager
- Staffing Manager
- HR Consultant
- HR Generalist
- Benefits Administrator
- Compensation Analyst
- HRD Specialist

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<thead>
<tr>
<th>Required Coursework (9 credit hours)</th>
<th>Elective Courses (choose 9 credit hours)</th>
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<tbody>
<tr>
<td>OLS 36800 Employment Law (3cr)</td>
<td>OLS 33100 Occupational Safety and Health (3cr)</td>
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<tr>
<td>OLS 38300 Human Resource Management (3cr)</td>
<td>OLS 34400 Employee Benefits (2cr)</td>
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<td>OLS 47900 Staffing Organizations (3cr)</td>
<td>OLS 34800 HR Analytics (1cr)</td>
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<td>OLS 37500 Training Methods (3cr)</td>
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<td>OLS 37800 Labor Relations (3cr)</td>
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<td>OLS 40800 Employee Relations (1cr)</td>
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<td>OLS 47600 Compensation Planning (3cr)</td>
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Highlights

- Learn from instructors who are working in the field of human resources
- Choose online or face-to-face courses that provide flexibility and convenience
- The HRM Certificate can be completed entirely online
- Complete the HRM Certificate as a full-time or part-time student
- HRM Certificate program is aligned with and will help you prepare for the PHR and SHRM-CP industry exams
- Students are encouraged to join our student SHRM chapter for networking and leadership opportunities

Career Information

Society of Human Resource Management: [https://www.shrm.org/](https://www.shrm.org/)
Indy SHRM: [https://www.hrci.org/](https://www.hrci.org/)
Human Resource Certification Institute: [https://www.hrci.org/](https://www.hrci.org/)

Questions?
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