

# GRADUATE CERTIFICATE: HUMAN RESOURCES

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The Graduate Certificate in Human Resources is designed to develop professionals in human resources who wish to broaden their conceptual knowledge, skills and abilities in the field. Individuals working in non-human resources departments who wish to increase their knowledge of human resources may benefit as well.

Eligibility for the masters' level certificate is granted to students who meet graduate program admission standards. Students who wish to pursue a Master of Science in Human Resources, a Master of Arts in Organizational Leadership, or a Master of Healthcare Administration may use the credits in this certificate program toward the master's degree requirements.

## Course Substitutions

Certification	Substituted	Course Comments
PHR	HRCU 600	Certification or recertification within 3 years
SPHR	HRCU 600	Certification or recertification within 3 years
SHRM-CP	HRCU 600	Certification or recertification within 3 years
SHRM-SCP	HRCU 600	Certification or recertification within 3 years.

Students who received substitution credit, as an undergraduate, for HRCU 445 for the PHR, SPHR, SHRM-CP or SHRM-SCP may only receive waiver credit for HRCU 600 as graduate students.

## Admission to the Certificate Program

Admission to the certificate program is granted to individuals who apply and meet the standards for admission to a graduate program. The certificate is awarded upon successful completion of all coursework with a minimum grade of "C" and an overall grade point average of 3.0 or above. No transfer credits may be used.

### Specific Requirements

HRCU 600	Human Resource Foundations	3
HRCU 605	Talent Management	3
HRCU 607	Total Rewards	3
Select two from the following:		6
BUSU 510	Career Development & Management	
HRCU 612	Human Resources Management in Public Administration	
HRCU 622	Labor Relations and Collective Bargaining	
HRCU 630	Conflict and Negotiation	
<b>Total Credits</b>		<b>15</b>