

Plan of Study Human Resource Management Certificate

Student Name:	ID#:
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- The courses are not listed in sequential order.
- **Students must maintain a GPA of 3.0 or better.**
- A course Registration Form is required for students *not* currently in a Management Division master's degree program.
- Students should e-mail advising questions to managementhelp@psu.edu.
- **Students should contact the Division at managementhelp@psu.edu after successfully completing 15 credits of approved course work for their Human Resource Management Certificate.**

Required Course (3 Cr.)	Course Title	Semester	Grade
MGMT 541*	Human Resource Management		
Electives (12 Cr.): Select One From Each Category:			
Category 1: Internal Consulting			
ACCTG 524**	Managerial Accounting		
BUSAD 523	Prices and Markets (microeconomics)		
BUSAD 578	Managing Business Processes		
HRER 516***	Labor Market Analysis		
HRER 816***	Labor Market Analysis		
Category 2: Organizational Development & Change			
BUSAD 519/LEAD 519	Developing Creative High Performance Organizations		
BUSAD 545	Negotiation Strategies		
BUSAD 555/LEAD 555	Full Range Leadership Development		
BUSAD 558	Knowledge Management		
LEAD 562	Strategic Leadership		
MGMT 501	Behavioral Science in Business		
MGMT 523	Organizational Change: Theory and Practice		
Category 3: Globalization			
BUSAD 542	Global Intercultural Management		
BUSAD 556/LEAD 556	Diversity Leadership		
HRER 800***	International and Comparative Employment Relations		
Category 4: Current Topics in Human Resources			
BUSAD 534	Ethical Dimensions of Mgmt. in the Bio.& Health Ind.		
BUSAD 551	Business, Ethics, and Society		
BUSAD 559	Career Management		
BUSAD 802	Cornerstone of Sustainability		
BUSAD 809	Triple Bottom Line Accounting		
HRER 501***	Labor and Employment Law		
MGMT 507	Positive Organizational Behavior and Wellbeing		

* Students who already have completed a graduate-level course that provides a comprehensive overview of the HR function in organizations and an in-depth examination of the strategic planning and implementation of HRM, as determined in advance by the head of the certificate program, may be permitted to waive this course if completed within five years prior to admission.

** These courses have prerequisites or require demonstration of prior preparation in a subject area. Please contact the management division at Penn State Great Valley prior to registering for these courses.

***HRER courses are offered through the School of Labor and Employment Relations

If you intend to pursue a degree program at Penn State in the future and wish to have these nondegree credits applied toward the requirements of your degree, it is important to note the following:

- Nondegree students must formally apply for degree admission to their intended academic program and submit all required supporting credentials. There is no assurance that nondegree students will be admitted as degree candidates to a program.
- Like all other applicants for admission to a program, nondegree students must meet the academic requirements specified by the Graduate School and the particular academic department that are in effect at the time of application.
- All credits must be earned within five years preceding entry into the degree program.