

**HUMAN RESOURCE MANAGEMENT OPTION – B011**  
**A.S. in Business Administration**

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COURSE TITLE	COURSE NUMBER	PREREQUISITES	CREDITS	SEMESTER TAKEN	GRADE
<b>GENERAL EDUCATION REQUIREMENTS</b>			<b>29</b>		
Language and Literature I	ENG 101	Appropriate score on Placement Tests, or C- or better in ENG 097 and ENG 098, or C- or better in ENG 096 or ENG 099	3		
Language and Literature II	ENG 102	ENG 101	3		
Introduction to Macroeconomics (B)	ECN 101	ECN 100 with a grade of C- or better or eligible for MTH 095	3		
Introduction to Microeconomics (B)	ECN 102	ECN 100 with a grade of C- or eligible for MTH 095	3		
Introduction to Psychology <b>or</b> Introduction to Sociology	PSY 110 SOC 110	Eligibility for ENG 101	3		
Laboratory Science (D)			4		
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Math Elective (D) <sup>1</sup>			3-4		
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<b>PROGRAM REQUIREMENTS</b>			<b>28-29</b>		
Principles of Accounting I	ACC 111	Eligibility for MTH 085	4		
Principles of Accounting II	ACC 112	ACC 111	4		
Professional Etiquette	BUS 112		1		
Money Management	BUS 114	Eligibility for MTH 085	1		
Computer Applications or Computer Concepts w/ Applications	BUS 115 CSI 111	Eligibility for ENG 101	3-4		
Business Law	LAW 211		3		
Employment Law	LAW 218		3		
Principles of Management	MGT 230		3		
Human Resource Management	MGT 231		3		
Principles of Marketing	MKT 240		3		
<b>PROGRAM ELECTIVES</b>			<b>9</b>		
Humanities Elective (C) <sup>1</sup> <b>or</b> Business Elective <sup>2</sup>			3		
Humanities Elective (C) <sup>1</sup> <b>or</b> Business Elective <sup>2</sup>			3		
Humanities Elective (C) <sup>1</sup> <b>or</b> Business Elective <sup>2</sup>			3		
<b>Total Credits</b>			<b><u>66-67</u></b>		

**PROGRAM OVERVIEW**

This two-year associate degree option prepares students for careers in human resource management. Students will learn human resource inventory management, recruiting and retention and organizational behavior. Upon graduating from this program, -students will be able to interpret accounting data and analyze financial statements, apply the marketing concept, appreciate the role of law in business, and define traditional functions of management and its contribution to strategic planning.

**NOTES:**

<sup>1</sup> Select from MTH 160 (D), MTH 162 (D), MTH 113 (D), MTH 114 (D), or MTH 142(D). Students will not receive credit for both MTH 162 and MTH 113

<sup>2</sup> Select from ACC, BUS, CSI, HCA, LAW, MGT, MKT, SEC, SPO.

Depending on the course selection 80% of this program can be completed online. Go to <http://webtide.hccdl.org> for further information.