



Course Description

The Associate Degree in Business Administration with a Major in Human Resources Management

The Associate Degree in Business Administration with a Major in Human Resources Management is designed to prepare students for entry-level careers in the dynamic field of human resources. This program provides a solid foundation in business principles along with specialized training in employee relations, recruitment, compensation, benefits administration, and employment law.


Students will develop strong communication, organizational, and problem-solving skills, and gain insight into the strategic role HR plays in organizational success. The curriculum emphasizes practical applications and current best practices in workforce management, preparing graduates to support HR departments or continue their education at a four-year institution.

Program Highlights

- Core business courses in management, marketing, and organizational behavior
- Specialized training in recruitment, performance management, and labor relations
- Emphasis on ethical decision-making, conflict resolution, and workplace diversity
- Career pathways in HR support, talent acquisition, benefits coordination, and training
- Academic foundation for transfer to a bachelor's degree in human resources, business administration, or management

Education

Courses Required		General Education	Core	Specialization	Capstone Project
		33 Credits	18 Credits	9 Credits	3 Credits
General Education		Core			
COM 101	Public Speaking	ACC 201	Public Speaking		
ENG 101	English Composition I	ACC 202	English Composition I		
MATH 101	College Algebra	BUS 201	College Algebra		
PHIL 101	Introduction to Philosophy	ECON 201	Introduction to Philosophy		
ENG 102	English Composition II	ECON 202	English Composition II		
PSY 101	Principles of Physiology	MGT 201	Principles of Physiology		
SOC 101	Introduction to Sociology	SOC 101	Introduction to Sociology		
STAT 101	Statistics	Specialization			
BIO 101	Biology	BIO 101	Talent Acquisition and Workforce Planning		
PHY 101	Physics	PHY 101	Employee Relations and Conflict Resolution		
ART 101	Art Appreciation	ART 101	Compensation and Benefits Administration		
		Capstone Project			
		BUS 401	Capstone Project		





Remarks

* Please note: Transfer of credits to a four-year institution is subject to the receiving institution's policies and discretion. Students are strongly encouraged to consult with the admissions or transfer office of the institution they plan to attend to confirm which credits will be accepted before relying on transferability.





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General Education

33 Credits

Core

18 Credits

Specialization

9 Credits

Capstone Project

3 Credits

General Education

COM 101

Public Speaking

ENG 101

English Composition I

MATH 101

College Algebra

PHIL 101

Introduction to Philosophy

ENG 102

English Composition II

PSY 101

Principles of Physiology

SOC 101

Introduction to Sociology

STAT 101

Statistics

BIO 101

Biology

PHY 101

Physics

ART 101

Art Appreciation

Core

ACC 201

Public Speaking

ACC 202

English Composition I

BUS 201

College Algebra

ECON 201

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MGT 201

Principles of Physiology

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Specialization

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Talent Acquisition and Workforce Planning

PHY 101

Employee Relations and Conflict Resolution

ART 101

Compensation and Benefits Administration

Capstone Project

BUS 401

Capstone Project

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