



Advanced Technical Certificate Human Resource Management

This Program Map is Part of the **Business Pathway**

This Program Map is for students who plan to earn an Advanced Technical Certificate in Human Resource Management at Polk State College. Admission to this program requires an associate degree or baccalaureate degree from a regionally accredited school or college. Credits earned as part of this certificate count toward the BAS in Supervision and Management with a Concentration in Human Resource Management. This Program Map is intended to serve as a guide, and students should always meet with their Student Success Advisor to develop a personalized Educational Plan.

Program Map for Students

Term	Course ID	Course Title	Credits
Term 1	MAN 3303	Leadership and Management Practices	3 Credits
	MAN 4301	Human Resource Management	3 Credits
	BUL 4540	Employment Law	3 Credits
Term 2	MAN 4320	Human Resource Recruitment and Staffing Practices	3 Credits
	MAN 4330	Compensation and Benefits	3 Credits
	MAN 4350	Training and Development	3 Credits
Term 3	MAN 4301	Labor Relations	3 Credits
	Elective	Approved Elective (See Note 2)	3 Credits

Total Required Program Credit Hours: 24

A Few Notes:

1. Students must meet all graduation requirements. To learn more about graduation requirements, [please refer to the College Catalog](#).
2. Students may select from one of the following courses: MAN 4201, MAN 4441, MAN 4605

Program: 41300 – **2024-2025 Catalog Year (tentative)**

Additional Information



Career Coach

Are you interested in learning more about the careers this program will prepare you for? If so, check out Career Coach. Career Coach provides information on job openings, wages, education requirements, required skills, and job postings. You can even complete a career assessment to find careers that match your interests. To learn more about the careers that this program will prepare you for, [please visit Career Coach](#).



Polk State Pathways

Interested in exploring Program Maps for other programs and transfer intents at Polk State? Visit www.polk.edu/program-maps to view additional Pathways and Program Maps.

