

HUMAN RESOURCES CERTIFICATE PROGRAM COURSE LIST

List is effective September 3, 2024 to August 22, 2025. Learners follow the Program Course List in place at the start of their program.

The Human Resources (HRM) certificate program must be completed within 3 years

IMPORTANT INFORMATION ABOUT THIS PROGRAM

Course availability and program requirements are determined by the Chiu School of Business

Not all course modes are available for all courses or programs, and not all courses are available each term. Learners should follow up on their individual program areas, or their MyBVC for information for courses delivery types and availability.

The program requirements that were in effect on the date that the learner began their program are those that need to be fulfilled in order to graduate.

Term availability listed is only for the 2024/2025 Academic Year

Maximum class capacity is determined by the department offering the course.

Pre-requisites are courses that must be completed before taking a more advanced course.

Learners may attempt a course a maximum of 3 times. This includes withdrawing from a course.

WORK INTEGRATED LEARNING

A minimum B- grade (70% or higher) in HRES2201 is required for the HRES1999 placement.

| Term | Course  | Credits | Availability       | Passing grade     | Pre-requisite   | Checklist<br>(for learner use) |
|------|---|---------|--------------------|-------------------|---|--------------------------------|
| 1    | HRES2201 Introduction to Human Resources                    | 3       | Fall/Winter/Spring | D (50% or higher) |   |                                |
|      | HRES2101 Change Management                                  | 3       | Fall/Winter/Spring | D (50% or higher) |   |                                |
|      | HRES2301 Employment Law                                     | 3       | Fall/Winter/Spring | D (50% or higher) |   |                                |
|      | HRES2303 Occupational Health and Safety                     | 3       | Fall/Winter/Spring | D (50% or higher) |   |                                |
|      | HRES1101 Organizational Behaviour                           | 3       | Fall/Winter/Spring | D (50% or higher) |   |                                |
| 2    | HRES2202 Talent Acquisition & Engagement                    | 3       | Fall/Winter/Spring | D (50% or higher) | HRES2201  |                                |
|      | HRES2203 Compensation and Benefits                          | 3       | Fall/Winter/Spring | D (50% or higher) | HRES2201  |                                |
|      | HRES2302 Labour Relations                                   | 3       | Fall/Winter/Spring | D (50% or higher) | HRES2201  |                                |
|      | HRES2401 Employee Learning and Development                  | 3       | Fall/Winter/Spring | D (50% or higher) |   |                                |
|      | Work Integrated Learning: Choose 1 of the following options |         |                    |                   |   |                                |
|      | HRES1998 Human Resources Capstone Projec                    | 3       | Fall/Winter/Spring | Pass or Fail      | Complete at least 15 credits from the HRM program                                 |                                |
|      | HRES1999 Human Resources Field Placement                    | 3       | Fall/Winter/Spring | Pass or Fail      | Complete at least 15 credits from the HRM program<br>Minimum B- grade in HRES2201 |                                |

TOTAL CREDITS30A full time course load is 9 credits or more. A part time course load is 8 credits or less.