

# CYBER TECH CAREER COLLEGE

## ASSOCIATES DEGREE HUMAN RESOURCE MANAGEMENT

### GENERAL EDUCATION COURSES

CODE	COURSES DESCRIPTION	CRE
SCS 100	STUDENT COLLEGE SUCCESS	1
ENG 101	ENGLISH COMPOSITION I	3
ENG 110	ENGLISH COMPOSITION II	3
MAT 115	COLLEGE ALGEBRA I	3
MAT 116	COLLEGE ALGEBRA II	3
PSY 101	INTRODUCTION TO PSYCHOLOGY	3
BIO 101	INTRO TO BIOLOGY	3
CIS 101	COMPUTER FUNDAMENTALS (COMPUTER SCIENCE ELECTIVE)	3
FLG 120	FOREIGN LANGUAGE I (FOREIGN LANGUAGE ELECTIVE)	3

### CORE COURSES

CODE	COURSES DESCRIPTION	CRE
BUS 101	INTRODUCTION TO BUSINESS	3
MAT 200	BUSINESS STATISTICS	3
ACC 145	PRINCIPLES OF ACCOUNTING I	3
MKT 201	PRINCIPLES OF MARKETING	3
BUS 215	BUSINESS COMMUNICATIONS	3
ECO 102	PRINCIPLES OF ECONOMICS	3
LAW 125	EMPLOYMENT LAW	3

### MAJOR COURSES

CODE	COURSES DESCRIPTION	CRE
MGR 210	EMPLOYEE RELATIONS	3
MGR 255	RECRUITMENT, SELECTION AND TRAINING	3
ACC 135	FINANCIAL ACCOUNTING	3
MGR 250	LABOUR RELATIONS MANAGEMENT	3
HRM 235	HUMAN RESOURCE MANAGEMENT	3
CUS 201	CUSTOMER SERVICE	3
HRM 230	HUMAN RESOURCE INFORMATION SYSTEM	3
MGR 165	ORGANISATIONAL BEHAVIOUR	3

GENERAL EDUCATION COURSES 25 CREDITS

COURSE COURSES 21 CREDITS

MAJOR COURSES 24 CREDITS

**TOTAL 70 CREDITS**

### RECOMMENDED COURSE SEQUENCE

(Full-Time Students - 12 Credits/Semester)

#### FIRST TRIMESTER

- SCS 100 STUDENT COLLEGE SUCCESS
- ENG 101 ENGLISH COMPOSITION I
- CIS 101 COMPUTER FUNDAMENTALS
- MAT 115 COLLEGE ALGEBRA I

#### SECOND TRIMESTER

- MAT 116 COLLEGE ALGEBRA II
- PSY 101 INTRODUCTION TO PSYCHOLOGY
- BIO 101 INTRODUCTION TO BIOLOGY
- ENG 110 ENGLISH COMPOSITION II

#### THIRD TRIMESTER

- FLG 120 FOREIGN LANGUAGE I
- BUS 101 INTRODUCTION TO BUSINESS
- MAT 200 BUSINESS STATISTICS
- ACC 145 PRINCIPLES OF ACCOUNTING I

**SUMMER BREAK**  
(SUMMER SEMESTER)

#### FOURTH TRIMESTER

- MKT 201 PRINCIPLES OF MARKETING
- BUS 215 BUSINESS COMMUNICATION
- ECO 102 PRINCIPLES OF ECONOMICS
- LAW 125 EMPLOYMENT LAW

#### FIFTH TRIMESTER

- MGR 210 EMPLOYEE RELATIONS
- MGR 250 LABOUR RELATIONS MANAGEMENT
- HRM 235 HUMAN RESOURCE MANAGEMENT
- CUS 201 CUSTOMER SERVICE

#### SIXTH TRIMESTER

- HRM 230 HUMAN RESOURCE INFORMATION  
SYSTEM
- MGR 165 ORGANISATIONAL BEHAVIOUR
- MGR 255 RECRUITMENT, SELECTION AND  
TRAINING
- ACC 135 FINANCIAL ACCOUNTING

**SUMMER BREAK**  
(SUMMER SEMESTER)