

FUNDAMENTALS OF HUMAN RESOURCES, CERT

for the Graduate Certificate in Fundamentals of Human Resources

Dean: Ingrid Fulmer

School of Labor & Employment Relations Catalog Information (<http://catalog.illinois.edu/ler/>)

Overview of Grad College Admissions & Requirements

Certificate Program Website (<https://ler.illinois.edu/online-human-resources-certificate-program/>)

School Website

Labor & Employment Relations Faculty (<https://ler.illinois.edu/about/faculty-staff/>)

graduate office: 504 East Armory Avenue, Champaign, IL 61820

on-campus program contact: Becky Barker

email: ebarker@illinois.edu

Program Contact: Eden Haycraft

Program email: ehaycra@illinois.edu

Fundamentals of Human Resources Certificate Overview:

Obtain a framework for the analysis of employment relationships including human resources management strategies and practices. Learn about the theoretical and practical issues surrounding the design of effective compensation systems and the practice of identifying and recruiting a diverse workforce.

The online certificate program consists of a variety of tracks and each track has three courses (12 credit hours total, four credit hours per course). Each course in the certificate program is either six or eight weeks long. You can choose to engage in one or more certificate program tracks. Once you have received one or more certificates, and decide you are interested in the full Master of Human Resources and Industrial Relations (MHRIR) program, you are able to apply for the online master's program.

Each certificate program track takes between 7 to 10 months to complete.

How do I know if the certificate program is for me?

Are you....

-working in HR with no HR background?

-employed by an organization that provides tuition reimbursement, but the reimbursement amount isn't equivalent to a full degree program?

-seeking to gain more knowledge in HR but either unable to or prefer not to attend graduate school?

-currently in HR and seeking to freshen-up your knowledge? This group may include, for example, individuals who started in HR, left HR for different reasons or even left the labor force.

-seeking to enter the HR field or change positions within your organization to HR, but do not want to commit/can't commit to a full degree?

-an individual who wants to know more about HR in general prior to embarking on a full degree program?

If you answered 'yes' to one or more of these questions, then this certificate program may be the perfect fit for you.

What is required to apply for one of these certificate programs?

Please note all applicants must have received a bachelor's degree prior to starting one of our certificate program tracks.

-Application

-Resume

-Official Transcripts

-English Proficiency Exam for international students

-Phone Interview – Contacted after application is reviewed for a phone conversation regarding interest in the certificate program.

Graduate Degree Programs in Labor & Employment Relations

- **online certificate:** Compensation Best Practices, CERT (<http://catalog.illinois.edu/graduate/ler/compensation-best-practices-cert/>)
- **online certificate:** Fundamentals of Human Resources, CERT (p. 1)
- **online certificate:** Human Resources Data Analytics, CERT (<http://catalog.illinois.edu/graduate/ler/human-resources-data-analytics-cert/>)
- **degree:** Human Resources & Industrial Relations, MHRIR (<http://catalog.illinois.edu/graduate/ms-mhrir/>)
- **online degree:** Human Resources & Industrial Relations, MHRIR - Online (<http://catalog.illinois.edu/graduate/ler/human-resources-industrial-relations-mhrir/>)
- **degree:** Human Resources & Industrial Relations, PhD (<http://catalog.illinois.edu/graduate/phd-mhrir/>)
- **joint degree:** Human Resources & Industrial Relations, MHRIR and Law, JD (<http://catalog.illinois.edu/graduate/joint-degree-programs/mhrir-jd/>)

for the Graduate Certificate in Fundamentals of Human Resources

Students who have successfully completed the *Fundamentals of Human Resources* certificate may use the certificate to satisfy the following degree requirements, provided they apply and are admitted to the degree program:

- 8 hours of core and 4 hours of elective coursework requirements of the MHRIR degree program (12 hours total)
- Certificate fulfills the international HR Management distribution requirement as well as another required course (LER 591)

Code	Title	Hours
LER 591	Employment Relations Systems	4
LER 561	Compensation Systems	4
LER 595 or LER 566	Managing Diversity Globally International HR Management	4
Total Hours		12