

HUMAN RESOURCE MANAGEMENT, CERT

for the Graduate Certificate in Human Resource Management

Human Resource Management Certificate Overview:
Topics include managing and motivating employees effectively as well as the core skills needed within HR regarding change management.

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.

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

- 4 hours of core and 8 hours of elective coursework requirements of the MHRIR degree program (12 hours total)
- Certificate fulfills the HR Management and Organization Behavior distribution requirement

Code	Title	Hours
LER 597 or LER 534	Employee Motivation & Performance Leadership and Employee Engagement	4
LER 532	Successful Change Management for HR Professionals	4
LER 533	Fundamentals of Business Management	4

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Below is a subset of learning outcomes from our MHRIR degree program. These outcomes are specific to the Human Resources Management Certificate. LER utilized HRCI's Human Resources Body of Knowledge to inform our learning objectives and has recently (January 2022) received "exceeds expectations" score from the Office of the Provost Learning Outcomes Assessment of its MHRIR degree program.

1. Students will apply Business Management and Strategy to shape immediate and long-term HR activities, practices, and policies. Students will critically examine the complex link between strategy and business practices, understand and apply workforce metrics to drive decision-making, and apply a strategic lens to international human resources.
2. Students will lead Employee and Labor Relations by managing workforce relationships, developing inclusive and respectful company culture, and building communication systems.
3. To support Human Resource Development, students will support organizational priorities by managing employee performance through evaluating gaps between employee performance and the desired state, building programs to address these gaps, and designing strategies for motivating employees.
4. Students will be able to use critical thinking and problem-solving skills to act strategically when making decisions in business and in life.
5. Students will be effective leaders of change and apply interpersonal skills to work well in cross-functional teams.

Graduate Degree Programs in Labor & Employment Relations

- Human Resources & Industrial Relations, MHRIR (<http://catalog.illinois.edu/graduate/ms-mhrir/>)
- Human Resources & Industrial Relations, PhD (<http://catalog.illinois.edu/graduate/phd-mhrir/>)
- Online Program
 - Human Resources & Industrial Relations, MHRIR - Online (<http://catalog.illinois.edu/graduate/ler/human-resources-industrial-relations-mhrir/>)
- Certificate Programs
 - Compensation Best Practices, CERT (<http://catalog.illinois.edu/graduate/ler/compensation-best-practices-cert/>)

- Fundamentals of Human Resources, CERT (<http://catalog.illinois.edu/graduate/ler/fundamentals-human-resources-cert/>)
- Human Resource Management, CERT (p. 1)
- Human Resources Data Analytics, CERT (<http://catalog.illinois.edu/graduate/ler/human-resources-data-analytics-cert/>)

for the Graduate Certificate in Human Resource Management

Human Resource Management Certificate

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

Program Contact: Eden Haycraft (ehaycra@illinois.edu)

School of Labor and Employment Relations

Dean: Ingrid Fulmer

Director of Graduate Studies: TBD

On-campus Programs Contact: Becky Barker (ebarker@illinois.edu)

Online Programs Contact: Eden Haycraft (ehaycra@illinois.edu)

Labor & Employment Relations website (<https://ler.illinois.edu/>)

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

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Labor & Employment Relations email (ler-admissions@mx.uillinois.edu)

Admissions

Graduate College Admissions & Requirements (<https://grad.illinois.edu/admissions/apply/>)