PROFESSIONAL CERTIFICATE

HUMAN RESOURCE MANAGEMENT

UC San Diego
EXTENSION

extension.ucsd.edu/hr
CERTIFICATE PROGRAM OVERVIEW

Human resource management is a rapidly evolving, dynamic field. Today's professionals are moving into more proactive roles as human resource planners and organizational consultants, earning recognition at the highest levels of their organizations.

UC San Diego Extension's Professional Certificate in Human Resource Management has helped hundreds of individuals expand their knowledge of HR management to enter or advance their careers. Participants gain practical knowledge and insights to help them become responsible, effective professionals. Taught by qualified practitioners, courses are also continually updated to feature practical applications, underlying rationale and current issues — which can be immediately put to practice in the workplace.

CONDITIONS FOR ADMISSION

This certificate program is designed to best serve college-prepared working professionals. Programs are open to all adult learners but applicants with this profile will receive preference for admission when program capacity is limited.

PROGRAM BENEFITS

- Learn practical applications and underlying rationale from qualified practitioners and subject-matter-experts.
- Network with other professionals
- Facilitate promotions or career changes.
- Complement your college degree with career-oriented education
- Build and enhance your HR toolkit through evening and online courses
- Connect with HR leadership alumni

The certificate program has helped me become a better HR professional and business partner. I have cultivated great relationships and gained invaluable tools that I will continue to use throughout my HR career. It’s an amazing experience!

— Wendy N.
CERTIFICATE COURSE REQUIREMENTS
The Professional Certificate in Human Resource Management consists of eight courses total (24 units).

Prerequisite Course (Must successfully complete prior to taking other required courses)
Managing HR: An Overview

Required Courses (Complete all)
Employee and Labor Relations
Strategic Talent Acquisition
Components of Workplace Compensation
Fundamentals of Employee Benefits
Training and Development
Performance Management

Capstone Course
Workplace Ethics
Directed Studies in Human Resources

Other Courses of Interest (Not required for this certificate)
Talent and Sourcing Strategies
Employee Selection Tactics
Effective Onboarding Practices
Alternative Dispute Resolution

ESTIMATED COST
Total estimated cost: $3,900–4,300* not including textbooks, course materials, parking or other personal expenses
*Dependent on which course formats are chosen. Prices are subject to change.

INTERESTED IN TALENT ACQUISITION?
Our Specialized Certificate in Talent Acquisition — for both new and experienced professionals — offers an in-depth focus on practical, up-to-date information on identifying, sourcing, selecting and onboarding new employees.

Participants will develop talent acquisition strategies complying with equal employment and other employment laws and regulations.

For more information visit extension.ucsd.edu/talentacquisition.
HUMAN RESOURCE MANAGEMENT PROGRAM ADVISORS AND INSTRUCTORS

A UC San Diego Extension certificate is a widely respected credential certifying completion of a rigorous and specialized course of study. Designed and taught by industry experts and academic faculty, our cutting-edge program meets high academic standards and provides real-world skills.

• **Danielle Bell-Ellison, PHR-CA, SHRM-CP**
  Bachem
• **Andy Covell, SPHR, SHRM-SCP**
  Garden Communities
• **Michelle Dietrich, PHR, SHRM-CP, IPMA-CP**
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