



HUMAN RESOURCES MANAGEMENT (CERTIFICATE)

Description

Lead the charge in recruiting and retaining your organization's most valuable asset: its people. Enhance your skills and gain a deeper understanding of human resource management by earning a graduate certificate at Nebraska. You'll find immense value in gaining human resource expertise to apply in your supervisory role, as an entrepreneur building your workforce or if you are a human resource professional with a bachelor's degree in another area. In this 12-credit-hour online program, you learn about recruitment, selection, performance evaluation, compensation and the legal aspects of employment. If you're enrolled in our MBA programs, you can use your MBA electives to earn this graduate certificate at the same time.

Program-Related Information

Graduate Chair

Jenna Pieper
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Co-Chair

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Program Website

<https://business.unl.edu/academic-programs/departments/management/certificate-in-human-resource-management/>

Applying for Admission

Standard requirements for all graduate programs

- Application for Admission with \$50 non-refundable application fee (<https://graduate.unl.edu/admissions/requirements/#appfee>).
- Transcripts (<https://graduate.unl.edu/admissions/requirements/#transcripts>) (unofficial): Uploaded as part of application form.
If International: Uploads must include all college- or university-level transcripts or mark sheets (records of courses and marks earned), with certificates, diplomas, and degrees plus certified English translations.

After admission: Official documents are required from all students who are admitted and enroll. Photocopies of certified records are not acceptable. International students enrolled in other U.S. institutions may have certified copies of all foreign records sent directly to the Office of Graduate Studies by their current school's registrar office.
- If applicant's native language is not English, verification of English proficiency (<https://graduate.unl.edu/admissions/english-proficiency/>) is required.
When sending TOEFL scores, our institution code is 6877 and a department code is not needed.
- If applicant is not a US citizen and expects an F or J visa: financial information (<https://graduate.unl.edu/prospective/international/financial/>).

- Applicants must also fulfill any additional requirements the department specifies at the time of application.

Additional requirements specific to this program

- Resume/CV
- Personal Statement
- Recommenders/References: Name three references. No recommendation letters are needed; these references will be contacted only if the committee deems it necessary.

Certificate programs are not considered degree programs, so international students should be aware that admission to this program is ineligible for immigration forms for an F-1 student visa.

Requirements

Complete 12 credit hours as listed below:

Required Courses (3 credits)		3
GRBA 816	Strategic Human Resource Management	3
Electives (9 credits)		9
Preferred		
MNGT 863	Compensation Administration	3
MNGT 864	Talent Acquisition and Staffing	3
MNGT 866	Employment Law	3
Optional (if preferred not available)		
MNGT 859 / MRKT 859	Managerial Negotiations	3
MNGT 817	Positivity for Managers	3