

## WILLIAM RAINEY HARPER COLLEGE FAST TRACK PROGRAM

### Human Resources Management Certificate Fall 2024: Sample Schedule

*Your personal schedule may be different*

Start Date: September 9, 2024

***All Courses Are Online "Anytime"***

Semester 1: Fall 2024	
Course Name	Dates
<b>Orientation:</b> Required online orientation.	Online orientation site opens week of Sept. 9
<b>MGT 111</b> (3 credits): Intro. to Business Organization	<b>Online:</b> 9/23-11/3 (6 weeks) <i>See course syllabus for due dates.</i>
<b>MGT 280</b> (3 credits): Organizational Behavior	<b>Online:</b> 11/4-12/13 (6 weeks) <i>See course syllabus for due dates.</i>
<b>Break 12/14/24-1/12/25</b>	
Semester 2: Spring 2025	
<b>MGT 270</b> (3 credits): Principles of Management	<b>Online:</b> 1/13-2/16 (5 weeks) <i>See course syllabus for due dates.</i>
<b>MGT 265</b> (3 credits): Human Resources Management	<b>Online:</b> 2/17-4/6 (7 weeks) <i>See course syllabus for due dates.</i>
<b>ACC 216</b> (3 credits): Employment Law	<b>Online:</b> 4/7-5/16 (6 weeks) <i>See course syllabus for due dates.</i>
Semester 3: Summer 2025	
<b>MGT 204</b> (3 credits): Training and Development	<b>Online:</b> 5/19-6/29 (6 weeks) <i>See course syllabus for due dates.</i>
<b>MGT 266</b> (3 credits): Compensation and Benefits	<b>Online:</b> 6/30-8/8 (6 weeks) <i>See course syllabus for due dates.</i>
Graduation: Human Resources Management Certificate	

Fast Track general homework expectation: 10-20 hours per week per course.

Course	Prerequisites
MGT 111	Must earn passing grade in MGT 111.
MGT 280	Minimum grade of D in MGT 111.
MGT 270	Minimum grade of D in MGT 111.
MGT 265	Minimum grade of D in MGT 111.
MGT 266	Minimum grade of D MGT 265.