Managing career dreams is a full-time job.

Headhunter. Mentor. Manager. Counselor. When you work in HR, you wear a lot of hats. Our Graduate Human Resource Management Certificate will help ensure those hats fit comfortably. We’re here to teach you how to recruit and develop talent, measure performance and build programs that help employees make an impact. The coursework within this program aligns with the recommended requirements for HR programs as outlined in the Society for Human Resource Management (SHRM®) Curriculum Guidebook and Templates.

Our certificate program prepares graduates for a variety of careers in human resources, such as:
- Human resource manager
- Director of HR
- Employee relations manager
- Benefits manager
- HR vice president

Learn in-demand tangible skills:
- Develop employee talent at all levels.
- Manage employee performance, good and bad.
- Recruit the right people.

Study a solid core curriculum:
- Training and development
- Recruitment and retention
- Human resource management
- Employment law

Build key business skills:
- Critical thinking
- Problem-solving
- Communication
- Information utilization
- Collaboration

Visit phoenix.edu/business/info or call 800.475.0817 to speak with your Enrollment Representative.
Benefits of being a Phoenix:

- Learn from our dedicated business faculty who average 20 years of practical experience in the fields in which they teach.
- Leverage the knowledge and insights of our Alumni Network — more than 890,000 strong — via programs like the Alumni Association’s Alumni Mentor Program and more than 40 ground-based chapters.
- Take classes online, on campus or both — and our 24/7 mobile app helps you stay connected to class on the go.
- Have your prior academic and professional experience evaluated and potentially applied toward your degree.
- Try us, risk-free, for three weeks without any financial obligation.*
- Gain the industry skills and knowledge you need to be successful.
- Find student support online and at ground locations nationwide.
- Prepare for your career by using exclusive career resources like our Phoenix Career Guidance System™, our dedicated team of Career Advisors and complimentary career fairs.
- Learn from a program that is built for adult learners and teaches skills applicable to the retail industry.

Program Requirements | Minimum Credits
---|---
Core coursework | 6
Electives | 9
Total | 15

Coursework includes, but is not limited to:

- **HRM 531**  
  Human Capital Management

- **HRM 595**  
  Human Resource Capstone

- **ELECTIVE COURSES:**
  - **HRM 546**  
    Human Resource Law
  - **HRM 558**  
    Research in Human Resource Management

- **HRM 548**  
  Recruitment and Retention Practices

- **HRM 552**  
  Organizational Training and Development

*Certain conditions apply. To find out if you’re eligible, visit phoenix.edu/riskfree.

For more information about our on-time completion rates, the median debt of students who completed the program, and other important information, please visit our website at http://www.phoenix.edu/programs/continuing-education/certificate-programs/business-and-management/g-hrm.html.

SHRM is a registered trademark of Society for Human Resource Management.

Certificate programs are widely available in an online format but generally not available at our campus locations. Please check with a University Enrollment Representative.

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