Date: February 25, 2021

**WILLIAM RAINEY HARPER COLLEGE**

**FAST TRACK**

Tuesday Evenings 6:00 -10:00 p.m.

September 14, 2021 Start (RS1T-F41)

**Human Resource Management (HRM) Certificate (HPC 138)**

Harper Professional Center (HPC)

650 E. Higgins Road, Suite 9S, Schaumburg, IL 60173

Fast Track Office: 847.925.6438; [FTSTUDENT@harpercollege.edu](mailto:FTSTUDENT@harpercollege.edu)

***Fall 2021 courses are online in response to the COVID-19 pandemic.***

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| **Semester** | **Dates** | | **Course** |
| **Fall 2021**  1 Session | Tuesday, September 14, 2021 | | **Orientation:** Mandatory online orientation 6-7:30 p.m. |
| **Fall 2021**  6 Weeks | **Online 9/27 – 11/7**  *See course syllabus for due dates* | | **MGT 111** (3 credits)  Introduction to Business Organization |
| **Fall 2021**  6 Weeks | **Online 11/8 – 12/17**  *See course syllabus for due dates* | | **MGT 280** (3 credits)  Organizational Behavior |
| ***Break 12/18/21 – 1/17/22*** | | | |
| **Spring 2022**  5 Class Sessions | 1/18  1/25  2/1 | 2/8  2/15 | **MGT 270** (3 credits)  Principles of Management |
| **Spring 2022**  6 Class Sessions | 2/22  3/1  3/8  3/15 | *(Off 3/22)*  3/29  4/5 | **MGT 265** (3 credits)  Human Resource Management |
| **Spring 2022**  6 Class Sessions | 4/12  4/19  4/26 | 5/3  5/10  5/17 | **ACC 216** (3 credits)  Employment Law |
| **Summer 2022**  6 Class Sessions | 5/24  5/31  6/7 | 6/14  6/21  6/28 | **MGT 204** (3 credits)  Training and Development |
| **Summer 2022**  6 Class Sessions | 7/5  7/12  7/19 | 7/26  8/2  8/9 | **MGT 266** (3 credits)  Compensation and Benefits |
| **Graduation: Human Resource Management Certificate** | | | |

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

**\*Prerequisite course minimum grade requirements**

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| **Course** | **Prerequisite Requirements** |
| MGT 111 | Must earn passing grade in MGT 111. |
| MGT 280 | Minimum grade of D in MGT 111. |
| MGT 270 | Minimum grade of C in MGT 111 or ENT 154. |
| MGT 265 | Minimum grade of D in MGT 111. |
| MGT 266 | Minimum grade of D in MGT 265. |