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

***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 | 1/181/252/1 | 2/82/15 | **MGT 270** (3 credits)Principles of Management |
| **Spring 2022**6 Class Sessions | 2/223/13/83/15 | *(Off 3/22)*3/294/5 | **MGT 265** (3 credits)Human Resource Management |
| **Spring 2022**6 Class Sessions | 4/124/194/26 | 5/35/105/17 | **ACC 216** (3 credits)Employment Law |
| **Summer 2022**6 Class Sessions | 5/245/316/7 | 6/146/216/28 | **MGT 204** (3 credits)Training and Development |
| **Summer 2022**6 Class Sessions | 7/57/127/19 | 7/268/28/9 | **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. |