

**Faculty of Liberal Arts and Professional Studies (LA&PS)**  
**School of Human Resource Management (BHRM)**  
**Human Resource Management**  
**(2018/19 Program Checklist)**

<b>GENERAL EDUCATION - 21 Credits</b> <b>21 credits at the 1000 level, chosen from 3 different general education categories</b>	<b>Credit</b>	<b>Complete or Incomplete</b>	<b>Grade</b>	<b>Notes</b>
1) Humanities or Social Science	9.00			
2) Humanities or Social Science (whichever is not taken in 1)	6.00			
3) Natural Science	6.00			
<b>Total General Education Credits</b>	<b>21.00</b>			
<b>MAJOR – 51 Credits</b>				
<b>(i) Program Core – 42 Credits</b>				
ADMS 1000 Introduction to Administrative Studies	3.00			
***AP/ADMS 1500 An Introduction to Accounting: The Analysis and Use of Financial Information* <sup>1</sup>	3.00			
***AP/ADMS 2400 or HH/PSYC 3570	3.00			
AP/ECON 3240 Labour Economics: Theory ** <sup>2</sup>	3.00			
***AP/HRM 2600 Human Resource Management	3.00			
***AP/HRM 3400 Occupational Health and Safety	3.00			
***AP/HRM 3410 Training and Development	3.00			
AP/HRM 3420 Employment Law	3.00			
***AP/HRM 3422 Industrial Relations	3.00			
***AP/HRM 3430 Human Resource Planning	3.00			
AP/HRM 3440 Leadership and Management Skills	3.00			
AP/HRM 3450 Equity, Diversity and Inclusion in the Workplace	3.00			
***AP/HRM 3470 Recruitment, Selection and Performance Appraisal of Personnel	3.00			
***AP/HRM 3490 Compensation	3.00			
<b>(ii) 9 additional credits chosen from the following list of course options below:</b>	9.00			
AP/ADMS 2200 3.00; AP/ADMS 2320 3.00; AP/ADMS 3120 3.00; AP/ADMS 3330 3.00; AP/ADMS 3660 3.00; AP/ADMS 3930 3.00; AP/MIST 3580 6.00; HH/PSYC 3140 3.00; HH/PSYC 3410 3.00; HH/PSYC 3430 3.00; AP/SOCI 3615 3.00; AP/SOCI 3680 6.00; AP/SOCI 3860 6.00				
<b>Total Major Credits</b>	<b>51.00</b>			
<b>Credits Outside the Major – at least 18 Credits</b>				
HH/PSYC 1010 6.00 Introduction to Psychology	6.00			
AP/SOCI 1010 6.00 Introduction to Sociology	6.00			
Course Outside HRM and ADMS	6.00			
<b>TOTAL DEGREE CREDITS</b>	<b>90.00</b>			

1. \* The combination of AP/ADMS 2500 3.00 and AP/ADMS 2510 3.00 is an acceptable substitute for AP/ADMS 1500 3.00 if courses are completed prior to entry to the program.
2. \*\* Prerequisite waived for BHRM students.
3. \*\*\* Required for the CHRP (Certified Human Resources Professional) designation

**Requirement Checklist and Notes (To ensure graduation, each box must be checked 'completed')**

- Residency Requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University.
- Upper-level Requirement: at least 18 credits at the 3000 or 4000 level.

NOTE: For the **GENERAL EDUCATION** category, a minimum of 6.0 credits must be chosen from each of Humanities, Natural Science and Social Science. General Education courses are offered at the 1000 level. A maximum of 9 credits in Humanities and Social Science will count towards fulfillment of the General Education 21 credit requirements. For approved LA&PS General education courses go to [http://www.yorku.ca/laps/courses/gen\\_education.html](http://www.yorku.ca/laps/courses/gen_education.html)

**IMPORTANT INFORMATION AND RESOURCES**

For an online version of your degree requirements, use the **Degree Progress Report** found here: [www.registrar.yorku.ca/mydegreeprogress](http://www.registrar.yorku.ca/mydegreeprogress)

**PLEASE NOTE:** This manual Degree Checklist is **only a guide** designed to assist students with degree requirements and course selection. It is not intended as the official confirmation of a student's eligibility to graduate as requirements may change from year to year. Satisfaction of all degree requirements will be officially determined by the Registrar's Office upon application to graduate. Students are advised to make sure they are following the correct degree requirements by checking the Undergraduate Calendar of the year in which they entered their program.

**Academic Calendars:** [calendars.registrar.yorku.ca](http://calendars.registrar.yorku.ca)

**Academic Advising:** School of Human Resource Management  
150 Atkinson Building  
416-736-5806,  
[lapsshrm@yorku.ca](mailto:lapsshrm@yorku.ca)

**Registration & Fees:** Student Client Services, Bennett Centre for Student Services  
416-872-YORK (9675)  
[www.yorku.ca/scsweb](http://www.yorku.ca/scsweb)

**Other resources:** [yustart.info.yorku.ca/all-resources-a-z](http://yustart.info.yorku.ca/all-resources-a-z)