

Program Information

The Associate of Science (AS) in Human Resources Associate degree program is designed to prepare students for entry-level careers in the field of human resource management while simultaneously priming students for success as they continue their education at a baccalaureate institution. This degree offers an introduction to Human Resources (HR) theory and concepts along with practical skills necessary to enhance professional performance within HR management roles. Students will experience an application-oriented, real-world focused education through a degree program that provides both a strong foundational business core along with a general education curriculum designed to support student academic and professional success. For assistance in program planning, or to explore additional transfer options, students should schedule a time to meet with an academic advisor. This degree may transfer in part or in its entirety to baccalaureate institutions. Students should meet with a representative of the transfer institution when planning their program.

Program Goals

By completing this program, students will achieve the following learning goals:

1. Realize the role that the department of human resources plays within the business environment;
2. Incorporate appropriate human relations concepts and applications in situations requiring decision making;
3. Differentiate among interrelationships amid human resources activities and programs across functional areas;
4. Apply human resources employment law and regulations utilizing appropriate judgment to the circumstances;
5. Facilitate project completion through the operation of human resources industry-related technology systems;
6. Function effectively in a diverse, global business community;
7. Use critical thinking skills to analyze and solve business problems; and
8. Demonstrate effective business communication skills.

Developmental Courses

Some students may need preparatory courses in the areas of English, mathematics or reading. Courses numbered below 1000 will not apply toward this degree.

Completion Requirements

- A minimum of 60 semester credits in courses numbered 1000 or above.
- A minimum cumulative grade point average (GPA) of 2.0 in courses numbered 1000 or above at ARCC.
- Satisfy residency requirements.
- A minimum grade of C must be earned in all Program and General Education/MnTC requirements.
- Completion of specific degree requirements.
- To receive your diploma, you must apply to graduate.
- The requirements of this program are subject to change without notice.

◆ *Course has prerequisite - see course schedule or catalog description.*

▲ *Course requires Instructor permission.*

NOTE: You are encouraged to contact an academic advisor at 763-433-1230 for course planning assistance and information about transfer credit evaluation and transfer options.

Related Program Information

Many colleges require a 2.5 GPA or higher for admission.

Program Requirements: 30 credits

<input type="checkbox"/> BUS 1112	Computer Concepts and Applications	3
<input type="checkbox"/> BUS 1135◆	Payroll Accounting	2
<input type="checkbox"/> BUS 2010	Introduction to Human Resources.....	3
<input type="checkbox"/> BUS 2015	Benefits and Compensation	3
<input type="checkbox"/> BUS 2020	Employee Training and Development.....	3
<input type="checkbox"/> BUS 2025	Labor Relations.....	3
<input type="checkbox"/> BUS 2030	Human Resources Information Systems.....	2
<input type="checkbox"/> BUS 2125	Financial Accounting.....	4
<input type="checkbox"/> BUS 2217	Employment Law for Business.....	3
<input type="checkbox"/> BUS 2244	Principles of Management	4

General Education/MnTC Requirements: 30 credits

Complete at least 30 general education credits from the Minnesota Transfer Curriculum (MnTC), including the required courses listed. You must complete at least one course in six of the ten goal areas. One course may satisfy more than one goal area, but the course credits may be counted only once.

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| <input type="checkbox"/> 1. Communication | |
| <input type="checkbox"/> ENGL 1120◆ OR ENGL 1121◆ | 4 |
| <input type="checkbox"/> 2. Critical Thinking | |
| <input type="checkbox"/> 3. Natural Science (<i>one course with lab required</i>) | |
| <input type="checkbox"/> 4. Mathematical/Logical Reasoning | |
| <input type="checkbox"/> MATH 1114◆..... | 4 |
| <input type="checkbox"/> MATH 1200◆..... | 3 |
| <input type="checkbox"/> 5. History/Social/Behavioral Sciences | |
| <input type="checkbox"/> ECON 2205..... | 3 |
| <input type="checkbox"/> ECON 2206..... | 3 |
| <input type="checkbox"/> 6. Humanities/Fine Arts | |
| <input type="checkbox"/> 7. Human Diversity | |
| <input type="checkbox"/> 8. Global Perspective | |
| <input type="checkbox"/> 9. Ethical/Civic Responsibility | |
| <input type="checkbox"/> 10. People and the Environment | |

Metropolitan State University**B.S. Degree Program - Business Administration**

Transfer Guide for Selected course requirements.

Metro State Foundation CoursesAnoka-Ramsey

MATH 1115: College Algebra I.....	MATH 1200
STAT 202: Statistics I	MATH 1114
ACCT 210: Financial Accounting.....	BUS 2125
ECON 201: Macroeconomics.....	ECON 2205
ECON 202: Microeconomics	ECON 2206
MIS 100: Fundamentals of IT in Organizations.....	BUS 1112

Metro State Business Core CoursesAnoka-Ramsey

MGMT 310: Management Principles and Practices.....	BUS 2244
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