

**WILLIAM RAINEY HARPER COLLEGE
FAST TRACK PROGRAM**

Human Resource Management (HRM) Certificate Spring 2025: Sample Schedule

Your personal schedule may be different

Start Date: February 3, 2025

All Courses Online “Anytime”

Semester 1: Spring 2025	
<u>Course Name</u>	<u>Dates</u>
Orientation: Required online orientation	Online orientation site opens week of Feb. 3
MGT 111 (3 credits): Intro. to Business Organization	Online: 2/17 – 4/6 (7 weeks) <i>See course syllabus for textbook and assignments.</i>
MGT 280 (3 credits): Organizational Behavior	Online: 4/7 – 5/16 (6 weeks) <i>See course syllabus for textbook and assignments.</i>
Semester 2: Summer 2025	
MGT 270 (3 credits): Principles of Management	Online: 5/19 – 6/29 (6 weeks) <i>See course syllabus for textbook and assignments.</i>
ACC 216 (3 credits): Employment Law	Online: 6/30– 8/8 (6 weeks) <i>See course syllabus for textbook and assignments.</i>
Break 8/9 – 8/17	
Semester 3: Fall 2025	
MGT 265 (3 credits): Human Resources Management	Online: 8/18– 9/21 (5 weeks) <i>See course syllabus for textbook and assignments.</i>
MGT 204 (3 credits): Training and Development	Online: 9/22- 10/26 (5 weeks) <i>See course syllabus for textbook and assignments.</i>
MGT 266 (3 credits): Employee Compensation and Benefits	Online: 10/27– 12/12 (7 weeks) <i>See course syllabus for textbook and assignments.</i>
Graduation: Human Resources Management Certificate	

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

Course	Prerequisites
MGT 111	Must earn passing grade in MGT 111.
MGT 280	Minimum grade of D in MGT 111.
MGT 270	Minimum grade of D in MGT 111.
MGT 265	Minimum grade of D in MGT 111.
MGT 266	Minimum grade of D in MGT 265.