



Workforce Investment Act Eligible Training Program

Provider Name: Bryant University Executive Development Center Contract # 4050-09

Address:

1150 Douglas Pike
Smithfield, RI 02918

Address if program is held at a another site:

Program Name: Human Resources Management Certificate Program

Office use only ONET Code: 43-4161

CONTACT INFORMATION

Program Contact Person: Amy Hanson	Phone: 401-232-6203 Email: ahanson@bryant.edu	Fax: 401-232-6704 Website: edc.bryant.edu
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Course Outline/Topics to be Covered

This program is designed for varying levels of experience. For current HR professionals to increase their value within an organization, new skills must be learned or perfected. For those individuals who may be career - transitioning into the HR field, education is the first step to a career in HR. This program provides an excellent foundation to achieve this level of knowledge. Six courses must be completed from the following offerings: Intro to Human Resource Management, HR Management & the Law, Recruiting, Selection & Retention, Intro to Benefits & Compensation, Performance Management, Intro to Employee & Labor Relations, Organizational & Employee Development, Design & Deliver Effective Training, Hidden Bias, Succession Planning, Strategic Human Resources Management, etc. Please refer to our web site at edc.bryant.edu for more information. Courses are available on-campus in the evenings or as self-paced online courses.

Required academic grade levels to enter program

Reading Grade Level 12
Math Grade Level 8
English Proficiency Fluent

Required to enter training program

Physical	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Vaccinations	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Drug test	<input type="checkbox"/> Yes	<input type="checkbox"/> No
BCI	<input type="checkbox"/> Yes	<input type="checkbox"/> No
License	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Tools	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other :		

MAY be required for employment

Physical	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Vaccinations	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Drug test	<input type="checkbox"/> Yes	<input type="checkbox"/> No
BCI	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Certification	<input type="checkbox"/> Yes	<input type="checkbox"/> No
License	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Tools	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Experience	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other :		

Participants will be qualified to seek employment in the following occupations:

- 1) HR Managers
- 2) Training & Development Spe
- 3) HR Assistants
- 4) Compensation & Benefits S

Is this program Pell grant eligible?

Yes No

PROGRAM COSTS:

TUITION INCLUDES:	These are expenses that <u>MAY</u> be reimbursed after successful completion of training.	Participant is responsible for :
Tuition \$3,594.00	<i>Please indicate Yes, No or enter the amount</i>	Prerequisites _____
Fees _____	YES NO AMOUNT	Memberships _____
Books <u>not included</u>	Books <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No \$300.00	_____
Licensing _____	Licensing <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
Certificate fees _____	Tools <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
Other, provide explanation _____	Uniforms <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
	Travel <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
	Miscellaneous <input type="checkbox"/> Yes <input type="checkbox"/> No _____	_____
Total Tuition Cost \$3,594.00	Total \$300.00	Cost above tuition cap \$0.00
		Expenses that <u>MAY</u> be reimbursed \$300.00
		Total \$300.00

Maximum ITA Responsibility (Max. \$5500)
\$3,594.00

Additional Information Courses are offered on-campus and/or online

What type of certificate will be awarded and by whom?