Sheridan

Human Resources Management

Ontario College Graduate Certificate | 1 year | Optional Coop
Virtual (Online) / Hazel McCallion Campus (Mississauga)

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Gain practical skills to launch a successful HR career in less than a year!

Become a well-rounded HR professional

Sheridan's Human Resources Management graduate certificate develops your knowledge across workforce planning, talent acquisition, occupational health and safety, total rewards, labour relations, learning and development, organizational behaviour, finance and accounting, HR insights and strategic HR practice. You'll apply your learning through course-based assignments and an industry project, and develop the analytical, communication and professional skills needed to contribute to an HR team and support organizational decision-making.

Apply your learning through co-op experience (optional)

You may apply to the optional co-op program during your first academic semester. If admitted, your work term will take place during the four-month term following your second academic semester. Co-op admission and placement are not guaranteed. Opportunities depend on eligibility, employer availability and co-op requirements, and positions may be paid or unpaid.

Work towards additional certification

This program includes coursework in the nine subject areas required by the Human Resources Professionals Association (HRPA) for the Certified Human Resources Professional (CHRP) and Certified Human Resources Leader (CHRL) designations.

Career opportunities

This well-respected program will enhance your HR career prospects. As a graduate, you'll benefit from Sheridan's excellent reputation in the business community when you are ready to look for employment. You'll also join an active and supportive professional alumni group.

Career opportunities may include:

- HR Coordinator
- HR Generalist
- Talent Acquisition Specialist; Recruiter
- Health and Safety Officer
- Total Rewards Analyst
- Learning and Development Specialist
- Industrial Relations Specialist

Courses

Some of the courses you can expect to take in your program

- Human Resource Planning
- Human Resources Metrics
- Management Accounting & Corporate Finance
- Organizational Behaviour
- Recruiting and Selection
- Training and Development

Fees

Fees displayed are for the first 2 academic semesters and include tuition, health insurance and ancillary charges. These are estimates only; subject to change. See website for details.

For Canadian students

- $6,817.28 CAD

For international students

- $21,654.71 CAD

How to apply:

5 easy steps

1. Find your program
2. Check the admission requirements
3. Apply online
4. Submit your documentation
5. Accept your offer

Ready to get started?

sheridancollege.ca/apply



International students

Find out more about...

- Post-graduation work permit (PGWP) eligibility
- Admission requirements
- English language proficiency requirements
- Fees and financial aid
- Provincial Attestation Letters (PALs)

sheridancollege.ca/international

Admission requirements

Program eligibility

- Postsecondary 2-year diploma, 3-year advanced diploma, or 3- or 4-year degree

OR

- Demonstrated competence through related work experience*

Applicant selection

*Applicants without the postsecondary requirement will be asked to submit proof of related work experience to determine eligibility:

- Cover letter (one page maximum):
  - Describe your professional career goals and explain how this specific program at Sheridan will help you achieve those goals.
  - Highlight any professional, academic or volunteer experience that directly relates to this program.
- Résumé:
  - Outline your related business/work and/or unpaid/volunteer work experience.
  - Ensure your résumé highlights any experience relevant to this program.
- Essay (one page, 500 words maximum):
  - Describe two accomplishments in your academic, work or other experiences, which show that you have an aptitude for a career in the human resources field.

Résumé and cover letter formats vary by country. Applicants must ensure their documents follow Canadian format and standards. For more information, see: "How do I create a Canadian-style resume?"

The Office of the Registrar will update your application in the Sheridan Applicant Portal to let you know if a submission is required.

Eligible applicants will be selected based on previous academic achievement OR academic achievement and the supplemental submission (résumé, cover letter, essay).

English language proficiency

All applicants whose first language is not English must meet Sheridan's English proficiency requirements.

Refer to the website for full admission requirements.