

## Human Resources Management

**Ontario College Graduate Certificate | 1 year | Co-op**  
Hazel McCallion Campus (Mississauga) / Virtual (Online)



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**Learn to lead an HR team that is an organizational asset.**

### A changing landscape

The role of the HR manager has grown steadily in importance. Today's HR management professionals contribute on a strategic level, dealing with talent acquisition, total rewards management, training and employee development, employment law, health and safety, labour relations, change management and HR metrics. At Sheridan, you'll learn to navigate the complexities of this role.

### Co-op experience

You will have the opportunity to apply to the optional co-op program during your first academic semester. If admitted to the co-op program, your work term will take place during the 4-month term following the second semester. Co-op positions may be paid or unpaid. This opportunity for real-world experience in an HR environment can be an invaluable asset to your career.

### Additional certification

This program includes nine courses required by the Human Resources Professionals Association (HRPA) towards achieving a professional designation in Human Resources. These designations are the CHRP (Certified Human Resources Professional) and the CHRL (Certified Human Resources Leader).

# 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.

## Here are some jobs you might find:

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

# 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

- \$6,465.50 CAD

## For international students

- \$20,889.91 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](https://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](https://sheridancollege.ca/international)

# Admission requirements

## Program eligibility

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

Or

- Postsecondary 2-year diploma\* and/or
- Demonstrated competence through educational experience and/or related work experience\*

## Applicant selection

\*Applicants who apply with a postsecondary 2-year diploma or work experience will be requested to submit a supplemental admission requirement (submission), which includes details of related work experience, and a cover letter, which summarizes your career goals and reasons for wanting to take this program. The Office of the Registrar will update your application in the Sheridan Application 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.

## Domestic applicants

- Postsecondary transcripts indicating courses completed to date must be submitted to [ontariocolleges.ca](https://ontariocolleges.ca) at the time of application.
- Domestic applicants with education outside of Canada must have their transcripts assessed for equivalency through ICAS or WES. A comprehensive (course-by-course) post-secondary credential assessment is required.
- Private career college courses and/or credentials are not acceptable as admission requirements for Sheridan programs.

## International applicants

- Official postsecondary transcripts, indicating courses completed to date, and credential must be submitted at the time of application. In case the transcripts/certificates are not in English, note that these documents must be accompanied by a notarized, official translation into English. Translated copies must also be accompanied by a copy of the original transcript.
- International applicants need to follow the international application process.

## 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.