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L **Program Planning Guide** Calendar Year: 2013/2014 Current and past Program Planning Guides are available on the **Faculty: Management** UofL website at www.uleth.ca/ross/ppgs/ppg.html About The Faculty of Management offers Certificate programs with a focus in Finance; First Nations' Governance; General Management Management; Human Resource Management and Labour Relations; Information Systems; International Certificate Management; and Marketing. Each program is composed of a series of 10 courses designed to provide a suitable combination of breadth and depth of knowledge in a specific area of study. Students may complete the Certificate on **Programs** a full-time or part-time basis. **Prerequisite(s)**, Many of the courses in the Certificate program have prerequisite, corequisite, and/or recommended background Corequisite(s), requirements. Students are responsible for ensuring that they have the necessary prerequisite(s), corequisite(s), and and/or recommended background. In some cases additional courses may be required, extending the duration of the Recommended program. Students who do not have the stated prerequisite(s) and/or corequisite(s), but believe they have the **Background** required background knowledge and/or skills, must contact an academic advisor about the possibility of obtaining a waiver. Admission Students are admissible to the University through four admission routes: Eight or more transfer courses A College Diploma • A previous undergraduate degree • Adult applicants who are 21 years of age or older. Note that, in most cases, English Language Arts 30-1 and Pure Mathematics 30 or Mathematics 30 are required. Please contact the University of Lethbridge Admissions Office for details. Residence Students must complete a minimum of five courses at the University of Lethbridge after admission to the Certificate Requirement program. **Minimum Grade** A minimum grade of 'C-' is required in all courses taken towards a Certificate program. Requirement About The Faculty of Management offers minors in First Nations' Governance, Information Systems, International Management Management, New Media, Social Responsibility, and Supply Chain Management. In some cases, achievement of the Minors minor and a chosen major will require a student to take extra courses. Students may not declare a minor in the same subject as their major. For students who complete all the requirements, the minor will be acknowledged on the official transcript (see Part 11 - Faculty of Management in the UofL Calendar or the Minor Program Planning Guides available online at www.uleth.ca/ross/program-planning). Campuses The Faculty of Management offers programs on three campuses: Calgary, Edmonton, and Lethbridge. On the Lethbridge campus, students can pursue all programs and majors offered by the Faculty of Management. The Calgary and Edmonton campuses serve adult learners who may be in the work force wanting to further their education. These campuses offer the B.Mgt., Post-Diploma B.Mgt., second degree in Management, the Professional Diploma in Accounting, and other Management Certificates. Combined Degrees programs (B.A./B.Mgt., B.Sc./ B.Mgt., B.F.A. (New Media)/B.Mgt., B.H.Sc/B.Mgt., B.Mgt/B.Ed., and Post-Diploma B.Mgt/B.Ed.) cannot be completed in their entirety on the Calgary or Edmonton campuses, and all Combined Degrees applicants will be assigned to the Lethbridge campus (see Part 11 - Faculty of Management, Section 4, in the 2013/2014 UofL Calendar). For information on specific majors and minors for the Calgary and Edmonton campuses, please contact the campus offices. Lethbridge Campus **Calgary Campus Edmonton Campus** Phone: 403-571-3360 Phone: 403-329-2153 Phone: 780-424-0425 Email: edmonton.campus@uleth.ca

This is for information purposes only. Please plan your own program and refer to the University of Lethbridge Calendar for complete information. Contact the Undergraduate Programs Office in the Faculty of Management for advising information (refer to the appropriate campus at: www.uleth.ca/management/contact-us).

Manag	ement Certificate - Human Resource Management and Labour Relations	Calendar Year - 2013/2014
Grade	Required Courses:	
	Management 2030 - Introduction to Organizational Behaviour	
	Management 2700 - Research Methodology	
	Management 3031 - Managing Responsibly in a Global Environment	
	Management 3050/Political Science 3420 - Human Resource Management	
	Management 3310 - Collective Labour Relations	
	Management 4310 - Advanced Organizational Behaviour	
	Management 4350 - Staffing	
	Two of:	
	Management 3080 - Managerial Skill Development	
	Management 3305 - Managing Employee Health and Safety	
	Management 3315 - Diversity in Employment	
	Management 3920 - Project Management	
	Management 4305 - Canadian Labour and Employment Law	
	Management 4315 - Performance Management	
	Management 4330 - Collective Bargaining	
	Management 4370 - Leadership in Organizations	
	Management 4390 - Leading Organizational Change	
	One of:	

- _____ Psychology 2030 Methods and Statistics
- _____ Statistics 1770 Introduction to Probability and Statistics

Notes

