Public Sector Human Resources Management Graduate Credit Certificate Program

The graduate credit certificate program in Public Sector Human Resources Management is offered by the Public Administration program at Penn State Harrisburg. The certificate is designed for administrators and other professionals in government and not-for-profit organizations who need to acquire additional knowledge and skills in the following areas:

- personnel/human resource management
- labor relations
- problem solving
- planning
- management of organizational change and development

Effective Semester: Summer 2022
Expiration Semester: Summer 2027

Admission Requirements

Applicants apply for admission to the program via the Graduate School application for admission (http://gradschool.psu.edu/prospective-students/how-to-apply/). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (http://gradschool.psu.edu/graduate-education-policies/). International applicants may be required to satisfy an English proficiency requirement; see GCAC-305 Admission Requirements for International Students (http://gradschool.psu.edu/graduate-education-policies/gcac/gcac-305-admission-requirements-international-students/) for more information.

A Graduate School application (http://gradschool.psu.edu/prospective-students/how-to-apply/) must be completed and official transcripts from all post-secondary institutions attended (http://www.gradschool.psu.edu/prospective-students/how-to-apply/new-applicants/requirements-for-graduate-admission/) must be submitted. Successful applicants typically have a 3.0 grade-point average in the last two years of undergraduate work.

Certificate Requirements

Requirements listed here are in addition to requirements listed in Graduate Council policy GCAC-212 Postbaccalaureate Credit Certificate Programs (http://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-212-postbaccalaureate-credit-certificate-programs/).

The certificate program in Public Sector Human Resources Management requires taking four courses (12 credits) – two required and two elective courses.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PADM 505</td>
<td>Human Resources in the Public and Nonprofit Sectors</td>
<td>3</td>
</tr>
<tr>
<td>PADM 510</td>
<td>Organization Behavior</td>
<td>3</td>
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<tr>
<td>Electives</td>
<td>Choose 2 courses from the following list of elective courses. With the approval by the certificate coordinator, students could also choose other HR-related Penn State graduate-level courses as elective courses for this certificate.</td>
<td>6</td>
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<tr>
<td>PADM 511</td>
<td>Organizational Change and Development</td>
<td></td>
</tr>
<tr>
<td>PADM 516</td>
<td>Strategic Planning</td>
<td></td>
</tr>
</tbody>
</table>

Total Credits: 12

Courses

Graduate courses carry numbers from 500 to 699 and 800 to 899. Advanced undergraduate courses numbered between 400 and 499 may be used to meet some graduate degree requirements when taken by graduate students. Courses below the 400 level may not. A graduate student may register for or audit these courses in order to make up deficiencies or to fill in gaps in previous education but not to meet requirements for an advanced degree.

Learning Outcomes

1. Explain and apply the knowledge and skills needed to effectively manage human resources in modern organizations.
2. Explain and apply knowledge of human behavior in organizations and the role of management strategies, including leadership and motivational theory to influence behavior.
3. Explain and apply knowledge of the critical personnel management functions, such as recruitment, selection, appraisal, compensation, training, promotion, downsizing, and collective bargaining.
4. Analyze and appraise contemporary issues as they relate to human resources.
Public Sector Human Resources Management Graduate Credit Certificate Program

Contact

Campus | Harrisburg
Graduate Program Head | Bing Ran
Director of Graduate Studies (DGS) or Professor-in-Charge (PIC) | Younhee Kim

Program Contact
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(717) 948-6773

Program Website
View (https://harrisburg.psu.edu/public-affairs/public-administration/certificate-program-public-sector-human-resource-management/)

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