

# HUMAN RESOURCES AND EMPLOYMENT RELATIONS

## Integrated Undergrad-Grad Programs Integrated B.S. in Labor and Human Resources and Master Of Human Resources and Employment Relations

This Integrated Undergraduate/Graduate (IUG) degree program combines the B.S. in Labor and Human Resources with the M.H.R.E.R in Human Resources and Employment Relations offered at the following campuses:

### Undergraduate Degree

- University Park
- World Campus

### Graduate Degree

- University Park
- World Campus

Requirements listed here are in addition to requirements listed in GCAC-210 Integrated Undergraduate-Graduate (IUG) Degree Programs (<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-210-integrated-undergraduate-graduate-degree-programs/>).

The integrated Labor and Human Resources B.S. and Master of Human Resources and Employment Relations (MHRER) is a five-year program designed for academically talented World Campus baccalaureate students to obtain both the B.S. in Labor and Human Resources and MHRER in an intense, accelerated program of study. Students will develop expertise in the human resources and employment relations field beyond the B.S. degree. The undergraduate curriculum introduces students to:

1. the roles employers, employees, employee organizations and public policy makers play in the employment relationship,
2. the complex personal and organizational issues inherent in the employment relationship
3. the laws that form the legal framework for the employee-employer relationship, and
4. the tools needed to systematically analyze those complex issues and evaluate research relevant to those analyses.

The graduate curriculum provides for a more intensive, individualized, and focused examination of the human resources and employment relations field. It also provides an opportunity for students to explore a concentrated sub-area of the HRER field in depth. Upon completion of the integrated degree, students will have gained advanced knowledge and expertise from conducting and analyzing empirical work and participating in online classes that can be directly applied to the workplace.

### Admission Requirements

Applicants apply for admission to the program via the Graduate School application for admission (<https://gradschool.psu.edu/graduate-admissions/how-to-apply/>). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (<https://gradschool.psu.edu/graduate-education-policies/>).

Students apply to the program via the Graduate School application for admission (<http://www.gradschool.psu.edu/prospective-students/how-to-apply/>), and must meet the admission requirements of the Graduate School, as well as the admission requirements for the MHRER degree.

Admissions decisions for the B.S./MHRER program are based on the quality of the applicant's credentials. The decisions are made after a review of the complete application portfolio. The integrated B.S. /MHER program will be limited to highly talented undergraduates. Applicants to the integrated program:

- must be enrolled in the Labor and Human Resources B.S. program;
- must have completed entrance to their undergraduate major and have completed no less than 60 credits. Students must be admitted no later than the end of the second week of the semester preceding the semester of expected conferral of the undergraduate degree. Transfer students must have completed at least 15 credits at Penn State to enroll in an IUG;
- must have an overall GPA of 3.4 (on a 4.0 scale) in undergraduate course work and a minimum GPA of 3.6 in the major;
- must present an approved plan of study (to be determined in consultation with the student's undergraduate adviser and the Graduate Director, and to be signed by both; the approved Plan of Study should be reviewed periodically with an adviser as the student advances through the program);
- One letter of recommendation that attests to the applicant's readiness.
- Short Answer Questions: Applicants will be asked to respond to the following 4 questions within the graduate application. The answers to these questions will allow the admissions committees to get to know more about the candidate, their goals, and experiences.
  - What are your short-term and long-term education/career goals and how do you expect this program to impact those goals?
  - Describe what attracted you to this program and how you think it will support your educational and professional aspirations.
  - Explain how you are prepared/preparing to succeed in a rigorous graduate program. Discuss your strategies and perceived challenges that you may have related to time management or other relevant factors.
  - Give an example of a time in which you received constructive criticism related to your work or study. What was it, who did it come from, and how did you apply it going forward?

No GRE or GMAT scores are required for admission to the program.

### Degree Requirements

Students must fulfill all requirements for each degree in order to be awarded that degree, subject to the double-counting of credits as outlined below. Degree requirements for the B.S. in Labor and Human Resources are listed in the Undergraduate Bulletin (<https://bulletins.psu.edu/undergraduate/>). Degree requirements for the MHRER degree are listed on the Degree Requirements tab. To earn the Master of Human Resources and Employment Relations degree, students in the IUG program must complete all of the degree requirements for the MHRER degree.

12 credits at the 400, 500, or 800 level can apply to both undergraduate and graduate degrees. Students can choose which 12 credits will double-count for both the undergraduate and graduate degrees from the following list:

Code	Title	Credits
<b>Courses Eligible to Double Count for Both Degrees</b>		
LHR 400	Comparative Employment Relations Systems	3
LHR 401	The Law of Labor-Management Relations	3
LHR 403 or HRER 803	International Human Resource Studies Human Resources in Multinational Enterprises	3
LHR 427 or HRER 825	Understanding Business Processes for LHR Professionals Strategic Business Tools for HRER Professionals	3
LHR 460	Ethics in the Workplace	3
HRER 501	Labor and Employment Law	3
HRER 504	Seminar in Employment Relations	3

A minimum of 50% of the double-counted courses must be at the 500 or 800 level. Independent study courses and credits associated with the culminating experience for the graduate degree cannot be double-counted.

Students must sequence their courses so all undergraduate degree requirements are fulfilled before taking courses to count solely towards the graduate degree. Students are expected to complete the undergraduate degree requirements within the typical time to degree for the undergraduate major. In the semester in which the undergraduate degree requirements will be completed, IUG students must apply to graduate, and the undergraduate degree should be conferred at the next appropriate Commencement. If students accepted into the IUG program are unable to complete the MHRER degree, they are still eligible to receive their undergraduate degree if all the undergraduate degree requirements have been satisfied.

## Integrated B.S. in Labor and Human Resources and M.S. in Human Resources and Employment Relations

This Integrated Undergraduate/Graduate (IUG) degree program combines the B.S. in Labor and Human Resources with the M.S. in Human Resources and Employment Relations offered at the following campuses:

### Undergraduate Degree

- University Park
- World Campus

### Graduate Degree

- University Park

The graduate portion of this IUG is currently offered as face-to-face residential instruction. While the undergraduate curriculum for this IUG may be completed at multiple campuses, the ease and feasibility of completing the integrated program may be heavily dependent upon the location of the graduate instruction. Please discuss the feasibility of completing the IUG with a representative for the graduate program before beginning the application process.

Requirements listed here are in addition to requirements listed in GCAC-210 Integrated Undergraduate-Graduate (IUG) Degree Programs (<https://gradschool.psu.edu/graduate-education-policies/gcac/>

[gcac-200/gcac-210-integrated-undergraduate-graduate-degree-programs/](https://gradschool.psu.edu/graduate-education-policies/gcac-200/gcac-210-integrated-undergraduate-graduate-degree-programs/)).

The Integrated Labor and Human Resources B.S. and HRER M.S. is a five-year program designed for academically talented baccalaureate students to obtain both the B.S. and the M.S. degrees in Labor and Human Resources and HRER with five years of study. Students will develop expertise in the human resources and employment relations fields beyond the B.S. degree. The undergraduate curriculum educates students about:

1. the roles that employers, employees, employee organizations and public policy makers play in the employment relationship,
2. the complex personal and organizational issues inherent in the employment relationship
3. and how to systematically analyze those complex issues and evaluate research relevant to those analyses.

The graduate curriculum provides for more individualized, focused learning in a concentrated sub-area of the HRER field. The program culminates with a capstone course or thesis. Upon completion of the integrated degree, students will enter the workforce with advanced knowledge and expertise gained from conducting and analyzing empirical work and participating in seminar-style classes.

### Admission Requirements

Applicants apply for admission to the program via the Graduate School application for admission (<https://gradschool.psu.edu/graduate-admissions/how-to-apply/>). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (<https://gradschool.psu.edu/graduate-education-policies/>).

Students apply to the program via the Graduate School application for admission (<http://www.gradschool.psu.edu/prospective-students/how-to-apply/>), and must meet the admission requirements of the Graduate School, as well as the admission requirements for the Master of Science degree in HRER.

The number of openings in the integrated B.S./M.S. program will be limited to undergraduates with strong academic records. Applicants to the integrated program:

1. must be enrolled in the Labor and Human Resources B.S. program;
2. must have completed entrance to their undergraduate major and have completed no less than 60 credits. Students must be admitted no later than the end of the second week of the semester preceding the semester of expected conferral of the undergraduate degree. Transfer students must have completed at least 15 credits at Penn State to enroll in an IUG;
3. must have an overall GPA of 3.2 (on a 4.0 scale) in undergraduate course work and a minimum GPA of 3.5 in the major;
4. must obtain letters of recommendation from the chairs of the Department's undergraduate and graduate committees; and
5. must submit a writing sample, 2 transcripts, 1 letter of recommendation (in addition to those from the chairs of the Department's undergraduate and graduate committees), and a career statement.

In consultation with an adviser, students must prepare a plan of study appropriate to this integrated program. Students must present their plan of study to the head of the graduate program or the appropriate committee overseeing the integrated program prior to being admitted to the program. The plan should cover the entire time period of the

integrated program, and it should be reviewed periodically with an adviser as the student advances through the program.

No GRE or GMAT scores are required for admission to the integrated program.

### Degree Requirements

Students must fulfill all requirements for each degree in order to be awarded that degree, subject to the double-counting of credits as outlined below. Degree requirements for the B.S. in Labor and Human Resources are listed in the Undergraduate Bulletin (<https://bulletins.psu.edu/undergraduate/>). To earn the Master of Science degree in HRER, students in the IUG program must complete all of the degree requirements for the Master of Science described on the Degree Requirements tab.

Up to 15 credits may be applied to both undergraduate and graduate degree program requirements. Students can choose which 15 credits will double-count for both the undergraduate and graduate degrees from the following list:

Code	Title	Credits
<b>Courses Eligible to Double Count for Both Degrees</b>		
LHR 400 or HRER 500	Comparative Employment Relations Systems Topics in Comparative Industrial Relations	3
LHR 401	The Law of Labor-Management Relations	3
LHR 403 or HRER 503	International Human Resource Studies Seminar in International Human Resources Studies	3
LHR 427 or HRER 825	Understanding Business Processes for LHR Professionals Strategic Business Tools for HRER Professionals	3
LHR 428 or HRER 824	Total Rewards Total Rewards	3
LHR 460	Ethics in the Workplace	3
HRER 501	Labor and Employment Law	3
HRER 502	Human Behavior at Work	3
HRER 504	Seminar in Employment Relations	3

A minimum of 50% of the double-counted courses must be at the 500 or 800 level. Independent study courses and credits associated with the culminating experience for the graduate degree cannot be double-counted.

Students must sequence their courses so all undergraduate degree requirements are fulfilled before taking courses to count solely towards the graduate degree. Students are expected to complete the undergraduate degree requirements within the typical time to degree for the undergraduate major. In the semester in which the undergraduate degree requirements will be completed, IUG students must apply to graduate, and the undergraduate degree should be conferred at the next appropriate Commencement. If students accepted into the IUG program are unable to complete the M.S. degree, they are still eligible to receive their undergraduate degree if all the undergraduate degree requirements have been satisfied.

### Integrated B.S. in Psychology and M.S. in Human Resources and Employment Relations

This Integrated Undergraduate/Graduate (IUG) degree program combines the B.S. in Psychology with the M.S. in Human Resources and Employment Relations offered at the following campuses:

#### Undergraduate Degree

- University Park
- World Campus

#### Graduate Degree

- University Park

The graduate portion of this IUG is currently offered as face-to-face residential instruction. While the undergraduate curriculum for this IUG may be completed at multiple campuses, the ease and feasibility of completing the integrated program may be heavily dependent upon the location of the graduate instruction. Please discuss the feasibility of completing the IUG with a representative for the graduate program before beginning the application process.

Requirements listed here are in addition to requirements listed in GCAC-210 Integrated Undergraduate-Graduate (IUG) Degree Programs (<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-210-integrated-undergraduate-graduate-degree-programs/>).

The integrated Psychology (PSYBS) B.S. and Human Resources and Employment Relations (HRER) M.S. is a five-year program designed for academically-talented undergraduate Psychology baccalaureate students to obtain both the B.S. degree in Psychology and the M.S. degree in HRER in an intense, accelerated program of study. Students will develop expertise in the human resources and employment relations field beyond that provided by their Psychology B.S. degree. The undergraduate psychology curriculum potentially introduces students to:

1. personnel selection,
2. training and development, and
3. organizational psychology.

The graduate curriculum provides for a more intensive, individualized, and focused examination of the human resources and employment relations field, including:

1. the roles employers, employees, employee organizations, and public policy makers play in the employment relationship,
2. the complex personal and organizational issues inherent in the employment relationship,
3. the laws that form the legal framework for the employee-employer relationship,
4. the tools needed to systematically analyze those complex issues and evaluate research relevant to those analyses, and
5. human resource management policies and practices that contribute to individual and organizational success.

It also provides an opportunity for students to explore a concentrated sub-area of the HRER field in depth. The program culminates with the student either completing a thesis or capstone course. Upon completion of the integrated degree, students will be well-positioned to assume positions of greater responsibility in Industrial/Organizational Psychology, Human Resource Management, Employment Relations, and related careers as a result of the advanced knowledge and expertise gained through the program.

#### Admission Requirements

Applicants apply for admission to the program via the Graduate School application for admission (<https://gradschool.psu.edu/graduate->

admissions/how-to-apply/). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (<https://gradschool.psu.edu/graduate-education-policies/>).

Students apply to the program via the Graduate School application for admission (<http://www.gradschool.psu.edu/prospective-students/how-to-apply/>), and must meet the admission requirements of the Graduate School, as well as the admission requirements for the Master of Science degree in HRER.

Admission decisions for the B.S. Psychology /M.S. Human Resources and Employment Relations program are based on the quality of the applicant's credentials. The decisions are made after a review of the complete application portfolio. The integrated B.S./M.S. program will be limited to highly-talented undergraduates. Applicants to the integrated program:

- Must be enrolled in the PSYBS program, pursuing the Business Option, with the successful completion of PSYCH 281, and one of the following: PSYCH 482, PSYCH 484 or PSYCH 485
- Must have completed entrance to their undergraduate major and have completed no less than 60 credits. Students must be admitted no later than the end of the second week of the semester preceding the semester of expected conferral of the undergraduate degree. Transfer students must have completed at least 15 credits at Penn State to enroll in an IUG;
- Must have an overall GPA of 3.2 (on a 4.0 scale) in undergraduate course work and a minimum GPA of 3.5 in the major;
- Must submit three letters of recommendation; and
- Must submit a writing sample, a resume, and a 2-3 page essay articulating career and educational goals that demonstrates the applicant's written communication skills.

In consultation with an adviser, students must prepare a plan of study appropriate to this integrated program. Students must present their plan of study to the head of the graduate program or the appropriate committee overseeing the integrated program prior to being admitted to the program. The plan should cover the entire time period of the integrated program, and it should be reviewed periodically with an adviser as the student advances through the program.

No GRE or GMAT scores are required for admission to the integrated program.

### Degree Requirements

Students must fulfill all requirements for each degree in order to be awarded that degree, subject to the double-counting of credits as outlined below. Degree requirements for the B.S. in Psychology are listed in the Undergraduate Bulletin (<https://bulletins.psu.edu/undergraduate/>). To earn the Master of Science degree in HRER, students in the IUG program must complete all of the degree requirements for the Master of Science described on the Degree Requirements tab, with one exception. Students are not required to complete HRER 502 Human Behavior at Work. Instead, students will choose one additional 3-credit 500 or 800 level elective in consultation with their adviser.

Up to 15 credits may be applied to both undergraduate and graduate degree program requirements. Students can choose which 15 credits will double-count for both the undergraduate and graduate degrees from the following list:

Code	Title	Credits
<b>Courses Eligible to Double Count for Both Degrees</b>		
One of the following:		3
PSYCH 484	Work Attitudes and Motivation	
PSYCH 485	Leadership in Work Settings	
PSYCH 482	Selection and Assessment in Organizations	
LHR 460	Ethics in the Workplace	3
HRER 500	Topics in Comparative Industrial Relations	3
or LHR 400	Comparative Employment Relations Systems	
HRER 501	Labor and Employment Law	3
HRER 503	Seminar in International Human Resources Studies	3
or LHR 403	International Human Resource Studies	

A minimum of 50% of the double-counted courses must be at the 500 or 800-level. Independent study courses and credits associated with the culminating experience for the graduate degree cannot be double-counted.

Students must sequence their courses so all undergraduate degree requirements are fulfilled before taking courses to count solely towards the graduate degree. Students are expected to complete the undergraduate degree requirements within the typical time to degree for the undergraduate major. In the semester in which the undergraduate degree requirements will be completed, IUG students must apply to graduate, and the undergraduate degree should be conferred at the next appropriate Commencement. If students accepted into the IUG program are unable to complete the M.S. degree, they are still eligible to receive their undergraduate degree if all the undergraduate degree requirements have been satisfied.

## Integrated B.S. in Spanish and M.S. in Human Resources and Employment Relations

This Integrated Undergraduate/Graduate (IUG) degree program combines the B.S. in Spanish with the M.S. in Human Resources and Employment Relations offered at the following campuses:

### Undergraduate Degree

- University Park

### Graduate Degree

- University Park

Requirements listed here are in addition to requirements listed in GCAC-210 Integrated Undergraduate-Graduate (IUG) Degree Programs (<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-210-integrated-undergraduate-graduate-degree-programs/>).

The integrated Spanish B.S. and HRER M.S. is a five-year program designed for highly qualified and motivated students seeking employment within a culturally diverse workplace. Students will develop basic skills in speaking, understanding, reading, and writing Spanish. Students will gain familiarity with Hispanic cultures through literature and the University's international education program, if they choose to have that experience. Students also will learn about:

1. the roles that employers, employees, employee organizations, and public policy makers play in the employment relationship,

- the complex personal and organizational issues inherent in the employment relationship, and
- how to systematically analyze those complex issues and evaluate research relevant to those analyses.

### Admission Requirements

Applicants apply for admission to the program via the Graduate School application for admission (<https://gradschool.psu.edu/graduate-admissions/how-to-apply/>). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (<https://gradschool.psu.edu/graduate-education-policies/>).

Students apply to the program via the Graduate School application for admission (<http://www.gradschool.psu.edu/prospective-students/how-to-apply/>), and must meet the admission requirements of the Graduate School, as well as the admission requirements for the Master of Science degree in HRER.

The number of openings in the integrated B.S./M.S. program will be limited to undergraduates with strong academic records. Applicants to the integrated program:

- must be enrolled in the Spanish B.S. Applied Spanish Option
- must have completed entrance to their undergraduate major and have completed no less than 60 credits. Students must be admitted no later than the end of the second week of the semester preceding the semester of expected conferral of the undergraduate degree. Transfer students must have completed at least 15 credits at Penn State to enroll in an IUG;
- must have an overall GPA of 3.2 (on a 4.0 scale) in undergraduate course work and a minimum GPA of 3.5 in the major;
- must obtain letters of recommendation from the chairs of the Spanish undergraduate committee and the HRER graduate committee; and
- must submit a writing sample, 2 transcripts, 1 letter of recommendation (in addition to those from the chairs of the Department's undergraduate and graduate committees), and a career statement.

In consultation with an adviser, students must prepare a plan of study appropriate to this integrated program. Students must present their plan of study to the head of the graduate program or the appropriate committee overseeing the integrated program prior to being admitted to the program. The plan should cover the entire time period of the integrated program, and it should be reviewed periodically with an adviser as the student advances through the program.

No GRE or GMAT scores are required for admission to the program.

### Degree Requirements

Students must fulfill all requirements for each degree in order to be awarded that degree, subject to the double-counting of credits as outlined below. Degree requirements for the B.S. in Spanish are listed in the Undergraduate Bulletin (<https://bulletins.psu.edu/undergraduate/>). Degree requirements for the M.S. degree are listed on the Degree Requirements tab.

Up to 15 credits may be applied to both undergraduate and graduate degree program requirements. Students can choose which 15 credits will double-count for both the undergraduate and graduate degrees from the following list:

Code	Title	Credits
<b>Courses Eligible to Double Count for Both Degrees</b>		
LHR 460	Ethics in the Workplace	3
HRER 500	Topics in Comparative Industrial Relations	3
HRER 501	Labor and Employment Law	3
HRER 502	Human Behavior at Work	3
HRER 503	Seminar in International Human Resources Studies	3
HRER 504	Seminar in Employment Relations	3

A minimum of 50% of the double-counted courses must be at the 500 or 800 level. Independent study courses and credits associated with the culminating experience for the graduate degree cannot be double-counted.

Students must sequence their courses so all undergraduate degree requirements are fulfilled before taking courses to count solely towards the graduate degree. Students are expected to complete the undergraduate degree requirements within the typical time to degree for the undergraduate major. In the semester in which the undergraduate degree requirements will be completed, IUG students must apply to graduate, and the undergraduate degree should be conferred at the next appropriate Commencement. If students accepted into the IUG program are unable to complete the M.S. degree, they are still eligible to receive their undergraduate degree if all the undergraduate degree requirements have been satisfied.

## INTEGRATED B.A. IN COMMUNICATION ARTS AND SCIENCES AND M.S. IN HUMAN RESOURCES AND EMPLOYMENT RELATIONS

This Integrated Undergraduate/Graduate (IUG) degree program combines the B.A. in Communication Arts and Sciences with the M.S. in Human Resources and Employment Relations offered at the following campuses:

### Undergraduate Degree

- Berks
- Brandywine
- University Park

### Graduate Degree

- University Park

The graduate portion of this IUG is currently offered as face-to-face residential instruction. While the undergraduate curriculum for this IUG may be completed at multiple campuses, the ease and feasibility of completing the integrated program may be heavily dependent upon the location of the graduate instruction. Please discuss the feasibility of completing the IUG with a representative for the graduate program before beginning the application process.

Requirements listed here are in addition to requirements listed in GCAC-210 Integrated Undergraduate-Graduate (IUG) Degree Programs (<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-210-integrated-undergraduate-graduate-degree-programs/>).

The integrated Communication Arts and Sciences (CASBA) B.A. and Human Resources and Employment Relations (HRER) M.S. is a five-year program designed for academically-talented undergraduate Communication Arts and Sciences baccalaureate students to obtain

both the B.A. degree in CAS and the M.S. degree in HRER in an intense, accelerated program of study. Students will develop expertise in the human resources and employment relations field beyond that provided by their CAS B.A. degree.

The undergraduate communication arts and sciences curriculum potentially introduces students to (1) fundamental facets of human communication, (2) practical applications of communication research to organizational contexts, and (3) effective communication in personal, social, professional, and multicultural situations. The graduate curriculum provides for a more intensive, individualized, and focused examination of the human resources and employment relations field, including (1) the roles employers, employees, employee organizations, and public policy makers play in the employment relationship, (2) the complex personal and organizational issues inherent in the employment relationship, (3) the laws that form the legal framework for the employee-employer relationship, (4) the tools needed to systematically analyze those complex issues and evaluate research relevant to those analyses, and (5) human resource management policies and practices that contribute to individual and organizational success. It also provides an opportunity for students to explore a concentrated sub-area of the HRER field in depth, choosing between an HR and an ER option. The program culminates with the student either completing a thesis or capstone course. Upon completion of the integrated degree, students will be well-positioned to assume positions of greater responsibility in Communications, Human Resource Management, Employment Relations, and related careers as a result of the advanced knowledge and expertise gained through the program.

### ADMISSION REQUIREMENTS

Applicants apply for admission to the program via the Graduate School application for admission (<https://gradschool.psu.edu/graduate-admissions/how-to-apply/>). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (<https://gradschool.psu.edu/graduate-education-policies/>).

Students apply to the program via the Graduate School application for admission (<http://www.gradschool.psu.edu/prospective-students/how-to-apply/>), and must meet the admission requirements of the Graduate School, as well as the admission requirements for the Master of Science degree in HRER.

Admission is selective based on criteria established by the leadership of LER and CAS. Though exceptions are possible, student applicants will generally have a minimum overall GPA of 3.5 in their major and have an overall GPA of 3.2 in undergraduate course work at the time of application (on a 4.0 scale). Applications for the program will be considered in the fall and spring semesters for admission to the program the following semester.

Applicants to the integrated program:

- Must be enrolled in the B.A. program in the Department of Communication Arts and Sciences
- Must have completed entrance to their undergraduate major and completed no less than 60 credits. Students must be admitted no later than the end of the second week of the semester preceding the semester of expected conferral of the undergraduate degree. Transfer students must have completed at least 15 credits at Penn State to enroll in an IUG.
- Must provide a narrative statement explaining why they want to participate in this program and why they are qualified to do so.

- Must arrange for three letters of recommendation (at least one from a Department of Communication Arts and Sciences faculty member).
- Must submit a writing sample, a resume, and a 2-3 page essay articulating career and educational goals that demonstrates the applicant's written communication skills.

In consultation with an adviser, students must prepare a plan of study appropriate to this integrated program. Students must present their plan of study to the head of the graduate program or the appropriate committee overseeing the integrated program prior to being admitted to the program. The plan should cover the entire time period of the integrated program, and it should be reviewed periodically with an adviser as the student advances through the program.

No GRE or GMAT scores are required for admission to the program.

### DEGREE REQUIREMENTS

Students must fulfill all requirements for each degree in order to be awarded that degree, subject to the double-counting of credits as outlined below. Degree requirements for the B.A. in Communication Arts and Sciences are listed in the Undergraduate Bulletin (<https://bulletins.psu.edu/undergraduate/>). To earn the Master of Science degree in HRER, students in the IUG program must complete all the degree requirements for the Master of Science described on the Degree Requirements tab.

#### M.S. Requirements

Up to 15 credits may be applied to both undergraduate and graduate degree program requirements. Students can choose which 15 credits will double-count for both the undergraduate and graduate degrees from the following list:

Code	Title	Credits
<b>COURSES ELIGIBLE TO DOUBLE COUNT FOR BOTH DEGREES</b>		
CAS 403	Interpersonal Communication Theory and Research	3
CAS 404	Conflict Resolution and Negotiation	3
CAS 422	Contemporary African American Communication	3
CAS 426W	Communication Ethics	3
CAS 450W	Group Communication Theory and Research	3
CAS 452W	Organizational Communication Theory and Research	3
CAS 453	Health Communication Theory and Research	3
CAS 455	Topics in Gender and Communication	3
CAS 471	Intercultural Communication Theory and Research	3
CAS 483	Communication and Information Technology II	3
HRER 502	Human Behavior at Work	3
HRER 504	Seminar in Employment Relations	3
HRER 523	Seminar in Work-Life Dilemmas, Practices, and Policies	3
HRER 536	Diversity in the Workplace	3

A minimum of 50% of the double-counted courses must be at the 500 or 800-level. Independent study courses and credits associated with the culminating experience for the graduate degree cannot be double-counted.

Students must sequence their courses so all undergraduate degree requirements are fulfilled before taking courses to count solely towards the graduate degree. Students must complete the undergraduate degree requirements within the typical time to degree for the undergraduate

major. In the semester in which the undergraduate degree requirements will be completed, IUG students must apply to graduate, and the undergraduate degree should be conferred at the next appropriate Commencement. If students accepted into the IUG program are unable to complete the M.S. degree, they are still eligible to receive their undergraduate degree if all the undergraduate degree requirements have been satisfied.

## **INTEGRATED B.S. IN COMMUNICATION ARTS AND SCIENCES AND M.S. IN HUMAN RESOURCES AND EMPLOYMENT RELATIONS**

This Integrated Undergraduate/Graduate (IUG) degree program combines the B.S. in Communication Arts and Sciences with the M.S. in Human Resources and Employment Relations offered at the following campuses:

### **Undergraduate Degree**

- University Park

### **Graduate Degree**

- University Park

Requirements listed here are in addition to requirements listed in GCAC-210 Integrated Undergraduate-Graduate (IUG) Degree Programs (<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-210-integrated-undergraduate-graduate-degree-programs/>).

The integrated Communication Arts and Sciences (CASBS) B.S. and Human Resources and Employment Relations (HRER) M.S. is a five-year program designed for academically-talented undergraduate Communication Arts and Sciences baccalaureate students to obtain both the B.S. degree in CAS and the M.S. degree in HRER in an intense, accelerated program of study. Students will develop expertise in the human resources and employment relations field beyond that provided by their CAS B.S. degree.

The undergraduate communication arts and sciences curriculum potentially introduces students to (1) fundamental facets of human communication, (2) practical applications of communication research to organizational contexts, and (3) effective communication in personal, social, professional, and multicultural situations. The graduate curriculum provides for a more intensive, individualized, and focused examination of the human resources and employment relations field, including (1) the roles employers, employees, employee organizations, and public policy makers play in the employment relationship, (2) the complex personal and organizational issues inherent in the employment relationship, (3) the laws that form the legal framework for the employee-employer relationship, (4) the tools needed to systematically analyze those complex issues and evaluate research relevant to those analyses, and (5) human resource management policies and practices that contribute to individual and organizational success. It also provides an opportunity for students to explore a concentrated sub-area of the HRER field in depth, choosing between an HR and an ER option. The program culminates with the student either completing a thesis or capstone course. Upon completion of the integrated degree, students will be well-positioned to assume positions of greater responsibility in Communications, Human Resource Management, Employment Relations, and related careers as a result of the advanced knowledge and expertise gained through the program.

## **ADMISSION REQUIREMENTS**

Applicants apply for admission to the program via the Graduate School application for admission (<https://gradschool.psu.edu/graduate-admissions/how-to-apply/>). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (<https://gradschool.psu.edu/graduate-education-policies/>).

Students apply to the program via the Graduate School application for admission (<http://www.gradschool.psu.edu/prospective-students/how-to-apply/>), and must meet the admission requirements of the Graduate School, as well as the admission requirements for the Master of Science degree in HRER.

Admission is selective based on criteria established by the leadership of LER and CAS. Though exceptions are possible, student applicants will generally have a minimum overall GPA of 3.5 in their major and have an overall GPA of 3.2 in undergraduate course work at the time of application (on a 4.0 scale). Applications for the program will be considered in the fall and spring semesters for admission to the program the following semester.

Applicants to the integrated program:

- Must be enrolled in the B.S. program in the Department of Communication Arts and Sciences
- Must have completed entrance to their undergraduate major and completed no less than 60 credits. Students must be admitted no later than the end of the second week of the semester preceding the semester of expected conferral of the undergraduate degree. Transfer students must have completed at least 15 credits at Penn State to enroll in an IUG.
- Must provide a narrative statement explaining why they want to participate in this program and why they are qualified to do so.
- Must arrange for three letters of recommendation (at least one from a Department of Communication Arts and Sciences faculty member).
- Must submit a writing sample, a resume, and a 2-3 page essay articulating career and educational goals that demonstrates the applicant's written communication skills.

In consultation with an adviser, students must prepare a plan of study appropriate to this integrated program. Students must present their plan of study to the head of the graduate program or the appropriate committee overseeing the integrated program prior to being admitted to the program. The plan should cover the entire time period of the integrated program, and it should be reviewed periodically with an adviser as the student advances through the program.

No GRE or GMAT scores are required for admission to the program.

## **DEGREE REQUIREMENTS**

Students must fulfill all requirements for each degree in order to be awarded that degree, subject to the double-counting of credits as outlined below. Degree requirements for the B.S. in Communication Arts and Sciences are listed in the Undergraduate Bulletin (<https://bulletins.psu.edu/undergraduate/>). To earn the Master of Science degree in HRER, students in the IUG program must complete all the degree requirements for the Master of Science described on the Degree Requirements tab.

### **M.S. Requirements**

Up to 15 credits may be applied to both undergraduate and graduate degree program requirements. Students can choose which 15 credits will

double-count for both the undergraduate and graduate degrees from the following list:

Code	Title	Credits
<b>COURSES ELIGIBLE TO DOUBLE COUNT FOR BOTH DEGREES</b>		
CAS 403	Interpersonal Communication Theory and Research	3
CAS 404	Conflict Resolution and Negotiation	3
CAS 422	Contemporary African American Communication	3
CAS 426W	Communication Ethics	3
CAS 450W	Group Communication Theory and Research	3
CAS 452W	Organizational Communication Theory and Research	3
CAS 453	Health Communication Theory and Research	3
CAS 455	Topics in Gender and Communication	3
CAS 471	Intercultural Communication Theory and Research	3
CAS 483	Communication and Information Technology II	3
HRER 502	Human Behavior at Work	3
HRER 504	Seminar in Employment Relations	3
HRER 512	Research Methods and Analytics in Human Resources and Employment Relations	3
HRER 523	Seminar in Work-Life Dilemmas, Practices, and Policies	3
HRER 536	Diversity in the Workplace	3

A minimum of 50% of the double-counted courses must be at the 500 or 800-level. Independent study courses and credits associated with the culminating experience for the graduate degree cannot be double-counted.

Students must sequence their courses so all undergraduate degree requirements are fulfilled before taking courses to count solely towards the graduate degree. Students must complete the undergraduate degree requirements within the typical time to degree for the undergraduate major. In the semester in which the undergraduate degree requirements will be completed, IUG students must apply to graduate, and the undergraduate degree should be conferred at the next appropriate Commencement. If students accepted into the IUG program are unable to complete the M.S. degree, they are still eligible to receive their undergraduate degree if all the undergraduate degree requirements have been satisfied.