

BACHELOR OF SCIENCE IN Human Resources Administration and Development

★ BLENDED

Those who work in human resources help attract top-level talent and develop their organization's most valuable asset—its people. Geared toward current and aspiring human resources professionals, Mercer University's **Bachelor of Science in Human Resources Administration and Development** equips students to carry out essential organizational functions based on psychology, sociology, communication, and critical thinking, as well as to apply research to diverse populations and settings.

To help students understand human behavior as related to work, the program combines a broad liberal arts foundation, a comprehensive set of human resources core courses, and the choice of a specialized concentration.

- The **Administration** concentration focuses on workplace law, employee compensation and benefits, budgeting, ethics, and technology management components.
- The **Training and Development** concentration focuses on adult learning, curriculum design, materials development, instructional delivery, electronic instruction, and web design components.

ON-CAMPUS AND ONLINE “BLENDED” FORMAT

Students can pursue the B.S. in Human Resources Administration and Development through a blended combination of online and in-person evening classes at Mercer's Douglas County or Henry County location. Courses are structured in eight-week terms, and students can comfortably take two classes per week while maintaining a work-life balance.

Career Opportunities

Mercer University's B.S. in Human Resources Administration and Development equips graduates with the knowledge and skills to succeed in essential human resources roles that can benefit both individuals and organizations. Potential workplaces for graduates include:

- Government, nonprofit, corporate, healthcare, and educational settings
- Organizations seeking HR professionals who have strong competencies in administration
- Organizations with needs for talent development

MERCER
UNIVERSITY

COLLEGE OF
PROFESSIONAL ADVANCEMENT

PROGRAM OF STUDY

B.S. in Human Resources Administration and Development

Foundations in Major (30 hours)

HSRV 230	Introduction to Interpersonal Relations
HRAD 245	Introduction to Human Resources
HRAD 250	Introduction to Training and Development
HRAD 305	Assessment and Evaluation
ORGL 320	Human Behavior in Organizations
HRAD 325	Diversity in the Workplace
PSYC/SOCI 333	Social Psychology
COMM 350	Organizational Communication
ORGL 470	Organization Development and Change
HRAD 495	Capstone Experience

Concentration (15 hours)

Students will choose one concentration.

- A. Administration
- B. Training and Development

Total major requirements: 45 hours

General education: 39 hours

Electives: 36 hours

Total degree requirements: 120 hours

Admission to Program

Candidates must have a cumulative grade point average of at least 2.5 (on a 4.0 scale). The program admits students five times per year in January, March, May, August, and October. Applicants may be eligible to transfer credits toward the degree. Learn more and apply at workingadults.mercer.edu.

REQUIRED APPLICATION MATERIALS INCLUDE:

- High school or GED transcript (if applicable)
- Completed application for admission
- \$25 non-refundable application fee (\$50 for international students)
- Official transcripts from all previously attended institutions

International applicants should consult the University catalog for additional requirements.

A Top-Ranked Leader in Education

Founded in 1833, Mercer University is one of America's most distinctive universities. *U.S. News & World Report* has ranked Mercer among the leading universities in the nation—including a “Best Value”—and The Princeton Review consistently ranks Mercer in the **Top 15%** of colleges and universities nationwide.

Students are taught by expert professors who combine class instruction with relevant work experience. Through personal attention and support, students are empowered to achieve their educational and career goals.

Mercer University's College of Professional Advancement continues the University's long-standing commitment to serving professional students seeking advancement into leadership roles in their careers. Distinctive interdisciplinary undergraduate, graduate, and workforce development programs merge theory and practice to help students solve problems and add value in the workplace.



CONTACT US

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