

### Program Information

The Anoka Technical College Human Resource Development certificate is a 15-credit program that can stand alone or can be combined with the Quality Supervision certificate, the Supervisory Leadership certificate and 15 general education credits for a total of 60 credits to complete the Associate of Applied Science (AAS) degree in Supervisory Management.

### Course Prerequisites

None.

### Graduation Requirements

All Anoka Technical College students seeking an Associate in Applied Science (AAS), diploma, or certificate must meet the cumulative grade point average (GPA) of 2.0 or higher.

### Transfer Opportunities

To see how credits from this program may transfer into other Anoka Technical College programs or into a program at another college, visit:

- [Minnesota Transfer](http://www.mntransfer.org/students/plan/s_agreements.php?numResults=25&archive=false&from_inst=70&from_prog=&to_inst=&Search=Search): (www.mntransfer.org/students/plan/s\_agreements.php?numResults=25&archive=false&from\_inst=70&from\_prog=&to\_inst=&Search=Search)
- [Anoka Technical College transfer student](http://www.anokatech.edu/BecomeStudent/Transfers.aspx) (www.anokatech.edu/BecomeStudent/Transfers.aspx)

### Industry Information

The human resources field covers all areas of the private and public sector. Business and industry consistently seek out qualified employees who can move into the supervisory ranks. Anoka Technical College's Supervisory Management program prepares individuals to perform successfully as supervisors.

### Wage/Outlook/Advancement

Wage information is available from the [Minnesota Department of Employment and Economic Development](https://mn.gov/deed/job-seekers/job-outlook/) (https://mn.gov/deed/job-seekers/job-outlook/).

### Technical Education: 15 Credits

- SMGT 1612 Human Resources Management ..... 3
- SMGT 1614 Performance Management ..... 3
- SMGT 1616 Employment Law ..... 2
- SMGT 1618 Employee Training & Coaching ..... 3
- SMGT 1620 Work Teams & Facilitation Skills ..... 2
- SMGT 1622 Field Study II ..... 2

*Also see: Supervisory Management AAS, Supervisory Leadership certificate, and Quality Supervision certificate*

### Start Dates

Fall Semester.....August  
Spring Semester .....January

### Faculty Contact

[Nick Hockert](mailto:Nick.Hockert@anokatech.edu).....763-576-4195  
[Frank Plachecki](mailto:Frank.Plachecki@anokatech.edu).....763-576-4157

For information on how to apply, to schedule a tour, or for service during summer hours, contact Enrollment Services at 763-576-7710 or [EnrollmentServices@anokatech.edu](mailto:EnrollmentServices@anokatech.edu)

### Sample Program Sequence

\*Courses are only offered certain semesters.

	*Fall Semester	*Spring Semester
1 <sup>st</sup> YEAR	SMGT 1612..... 3	SMGT 1616..... 2
	SMGT 1614..... 3	SMGT 1618 ..... 3
	<b>TOTAL ..... 6</b>	SMGT 1620..... 2
		SMGT 1622..... 2
		<b>TOTAL ..... 9</b>