

Human Resources Management (HRMN) Ontario College Graduate Certificate

PART-TIME

Frequently Asked Questions

Do I need to apply?

Part-time students must apply to this program through <u>ontariocolleges.ca</u>
Use the code HRMX for the in-class program and HRMO for the online program.

What are the Admission Requirements?

Admission requirements can be viewed on the **Program Outline**.

When can I start the program?

Intakes:

Online study: September, January, May

In-class: September, January

How many courses do I take?

Full program details can be viewed on the Program Outline.

Graduation requirements
12 Program Courses
1 Co-op Work Term

Do I have to complete a Co-op Work Term as a part-time student?

Yes, Co-op Work Terms are part of the graduation requirements for all students.

Does this program meet the academic course requirements of the HRPA?

Yes – the Program Outline lists the details.

What does online mean?

The <u>Online Schedule</u> document displays when courses are offered online *asynchronous* which means no live classes. You can log in to the course whenever it works best for you. Most courses have weekly deadlines you will have to meet. Classes are delivered combining self-directed lectures, group discussions and virtual instructor support.

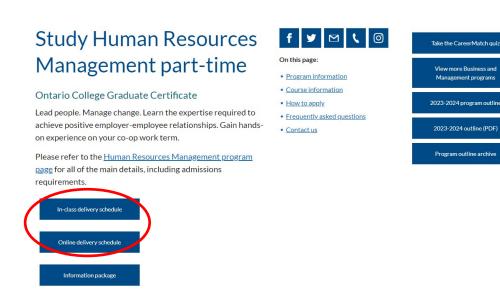
If you choose the online courses, you will not be required to be on campus for any part of the course – all lectures, tests, exams are online.

If I apply to the in-class program, can I also take some courses online?

Yes. You can choose which courses to take. And if you apply to the online program, you can take inclass courses.

How do I know which courses to take?

The courses in this program can be taken in any order – refer to the <u>In-class delivery</u> form or the <u>Online delivery</u> form to view the required courses in the program.



How long will it take to complete the certificate?

This depends on how many courses you take each semester.

Example Completion Timeline: 2 courses per semester 2.5 years including co-op work term (7 semesters)

Example: Fall – Winter – Summer – Fall – Winter – Summer – Co-op (Fall)

Example Completion Timeline: 3 courses per semester 1.5 years including co-op work term (5 semesters) Example: Fall – Winter – Summer – Fall – Co-op (Winter)

Why do some courses have (ODE) in the name?

These courses are offered through OntarioLearn. You can find more information on OntarioLearn in the FAQs.

OntarioLearn courses are set up as equivalents to the Georgian College program courses. You can choose to take the ODE courses (when available) or the Georgian program courses.

NOTE: for online asynchronous learning, students must take the ODE courses.

When taking courses through **OntarioLearn** you will receive login information via email from the OntarioLearn office.

What is the cost of the program?

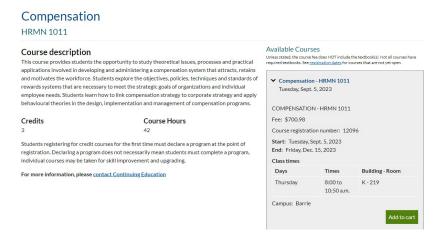
There is no program fee when studying part-time. As a part-time student, you can take 1, 2 or 3 courses at a time in any given semester. Payment is per course, as you register.

The course fees change year-to-year and course to course. The best source for accurate fees is to check the <u>Human Resources Management</u> page.

See screenshot below.



Each course listed links to course sections with fees – sample Georgian College course:



Sample OntarioLearn equivalent course:

HRMN 1025

Compensation Management (ODE)

Course description This course provides the student with the foundation of the reward systems found in all organizations, whether profit or not-for-profit. The course examines both the theoretical and applied aspects of the compensation function, with special consideration of the major factors that influence the actual design of a compensation system.

Credits Course Hours
3 42

Students registering for credit courses for the first time must declare a program at the point of registration. Declaring a program does not necessarily mean students must complete a program, individual courses may be taken for skill improvement and upgrading.

Contact ol@georgiancollege.ca or call 705.722.1500 for more information.

 $\underline{OntarioLearn\,information}$



NOTE: Course sections and fees for this program show during the Part-time Credit registration (add/drop) period only. This date can be found on our website: IMPORTANT DATES
The ODE courses show for a longer period of time.

Are part-time students eligible for OSAP?

Part-time students MAY be eligible – this is individual and based usually on number of courses you take per semester. For more information, visit our Financial Aid page.

QUESTIONS? We are here to help!

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