HUMAN RESOURCES TRACK A 0891
33 HOURS
PROGRAM OF STUDY CHECKSHEET
2020-2021

ADMINISTRATION

This track focuses upon the problem-solving and decision-making responsibilities of modern management and is aimed at providing broad-based preparation for careers in administration in either the public or private sector.

Semester & Grade

I.   RESEARCH (6 hours)

_____	HURES	5103	Human Services Research **(Must be taken in the first 12 hours)**
_____	HURES	5123	Grant Proposal Writing **(Needs to be taken after HURES 5103)**

II.   SPECIALIZATION (12 hours)

_____	HURES	5043	Human Services Administration and Supervision
_____	HURES	5263	Management Information Systems
_____	HURES	5343	Personnel Supervision
_____	HURES	5433	Organizational Leadership & Decision Making

III.   MEASUREMENT & EVALUATION (3 hours)

_____	HURES	5303	Program Evaluation

IV.   HUMAN SERVICES PROCESSES (6 hours)

_____	HURES	5253	Legal & Ethical Aspects of Case Management
_____	HURES	5473	Framework for Job Placement and Development
_____	HURES	5603	Human Growth and Development, A Multicultural Approach
_____	HURES	5633	Career and Life-Style Development

V.   PRACTICUM AND INTERNSHIP (3 hours)

_____	HURES	5553	Practicum in Human Services

VI.   APPROVED ELECTIVES (3 hours)

Students must select, with the advisor's approval, sufficient 5000-level course to total 33 hours. Courses not taken in the above categories may be used as electives.

_____   _____

_____   _____
Student Signature   **Date**   **Advisor's Signature**   **Date**

HUMAN RESOURCES TRACK A 0891
PROPOSED COURSE ROTATION

Course Prefix, Number and Name	Semesters Offered
HURES 5043 Human Services Administration and Supervision	Fall & Spring - **W**
HURES 5103 Human Services Research	Fall - **BL/X/W - Ada &** Spring - **BL/X/SWB**
HURES 5123 Grant Proposal Writing	Fall - **BL/X/SWB &** Summer (Even) - **W**
HURES 5263 Management Information Systems	Fall - **W**
HURES 5303 Program Evaluation	Fall - **W**
HURES 5253 Legal & Ethical Aspects of Case Management	Spring - **BL/X/SWB**
HURES 5343 Personnel Supervision	Fall - **X/SWB**
HURES 5433 Organizational Leadership & Decision Making	Spring - **X/SWB/W**
HURES 5473 Framework for Job Placement & Development	Spring - **BL/X - Ada/McAlester**
HURES 5553 Practicum in Human Services	Fall, Spring, & Summer - **TBD**
HURES 5603 Human Growth and Development, A Multicultural Approach	Fall - **W**
HURES 5633 Career and Life-Style Development	Spring - **BL/X - Ada/McAlester**

NOTE: Course are NOT necessarily in sequential order.

*Some courses may be offered more often than advertised, while others may not be offered when advertised due to instructor availability.

Class Legend:
A – 1st 8 Week Course
B – 2nd 8 Week Course
W – Web Course
BL – Blended Course of Web and Live
X – Live Course (Face to Face)
IDS – Independent Study
TBD – To Be Determined
SWB – Synchronous Web Based Course