



Student ID # \_\_\_\_\_

**HUMAN RESOURCES TRACK A 0891**  
**33 HOURS**  
**PROGRAM OF STUDY CHECKSHEET**  
**2021-2022**

**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.

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Student Signature

Date

Advisor's Signature

Date



## HUMAN RESOURCES TRACK A 0891 \*PROPOSED COURSE ROTATION\*

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

***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 - 1<sup>st</sup> 8 Week Course  
B - 2<sup>nd</sup> 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