

# HUMAN RESOURCE DEVELOPMENT BACHELOR OF ARTS



## IN PERSON, ONLINE OR HYBRID

This program prepares students to be professionals responsible for the training, education, and development of adults, in settings such as business, industry, health care, social services, and government. Students in the program will be provided opportunities to develop the knowledge and competencies necessary to meet the increasing needs that organizations have for HRD professionals. Competencies identified by professional organizations have resulted in the development of specific objectives for the course work in the program.

### TARGET AUDIENCE:

Students with an AA or a minimum of 60 semester hours and are interested in careers in Learning Technologies, Workforce Development, Human Performance Improvement, and/or Instructional Design.

### ADMISSION REQUIREMENTS:

Students must have earned a minimum cumulative grade point average of 2.5 or higher for all college or university course work attempted. Students must be in good academic standing at the last college or university attended. Required documents are an application for admission, \$30 nonrefundable application fee, and official transcripts from all colleges or universities attended.

**COST:** Please visit [www.neiu.edu/financial-aid/tuition-and-fees-costs-of-attendance/tuition-information#tab3](http://www.neiu.edu/financial-aid/tuition-and-fees-costs-of-attendance/tuition-information#tab3) for tuition information.

### LOCATION OF COURSES:

Grayslake Campus

### REGISTRATION PROCEDURE:

Once you have been admitted to Northeastern Illinois University, Contact Dr. Shirley J. Caruso, [S-Caruso@neiu.edu](mailto:S-Caruso@neiu.edu). Dr. Caruso will help you declare a major (or minor) in Human Resource Development, create a plan of study for you, and assist you in registering for classes.

### ACADEMIC CALENDAR:

[www.neiu.edu/academics/registrar-services/academic-calendar](http://www.neiu.edu/academics/registrar-services/academic-calendar)

### DELIVERY MODE:

The delivery modes for the Bachelor of Arts in Human Resource Development Program are blended and include in-person, fully online, hybrid, videoconferencing, and remote learning.

### TEXTBOOK PURCHASE:

Northeastern Illinois University has launched a new Virtual Bookstore!

Visit: [www.bkstr.com/northeasternillinoisstore/home](http://www.bkstr.com/northeasternillinoisstore/home).

### TRANSFER HOURS POLICY:

A maximum of 90 semester hours may be transferred to NEIU; up to 64 credits from a community college. Students with an AA degree from a regionally accredited community college and/or those who have completed the IAI, will have fulfilled NEIU's general education requirements.

### HOURS NEEDED:

A minimum of 120 semester hours.

### FINANCIAL AID INFO:

- For financial aid information visit the web at [www.neiu.edu/financial.aid](http://www.neiu.edu/financial.aid), call (773) 442-5000 or email [Financial-Aid@neiu.edu](mailto:Financial-Aid@neiu.edu). NEIU's federal school code is 001693.
- For scholarships specific to transfer students, visit our transfer website: [www.neiu.edu/transfer](http://www.neiu.edu/transfer).
- For information about veterans benefits and resources, visit the Veterans Services website at <http://admissions.neiu.edu/veterans.services>, call (773) 442-4028 or email [veterans@neiu.edu](mailto:veterans@neiu.edu).

### ADMISSIONS PROCEDURE

Visit <https://admissions.neiu.edu> for requirements for admission, criteria, application deadlines, and to apply online.

### SPECIAL CHARACTERISTICS:

The unique characteristics of adults as learners necessitate new skills and knowledge for designing their learning and other professional development. Students learn about the adult teaching/ learning process, instructional design process, use of media, communication processes, and organizational structures. As a practitioner oriented program, the outcome of the program is to provide students with the skills necessary for employability in their chosen field. For more information <http://wisethesmartchoice.wixsite.com/hrd-at-ucf>.

## CONTACT PERSON(S):

Dr. Shirley J. Caruso, Ed.D. HRD  
Liason and Undergraduate Advisor  
Phone: (773) 938-6348  
E-mail: [s-caruso@neiu.edu](mailto:s-caruso@neiu.edu)

For information on program specifics, transferring or to declare a major or minor in HRD contact:  
Patricia Rodriguez  
Transfer Enrollment  
Program Coordinator  
Phone: (773) 442-4139  
or (847) 665-4107  
Fax: (773)442-4066  
E-mail: [p-rodriguez@neiu.edu](mailto:p-rodriguez@neiu.edu)

### WEBSITE:

[www.neiu.edu/academics/daniel-l-goodwin-college-of-education/departments/literacy-leadership-and-development/human-resource-development-ba](http://www.neiu.edu/academics/daniel-l-goodwin-college-of-education/departments/literacy-leadership-and-development/human-resource-development-ba)

## REQUIRED COURSES:

<b>Major in Human Resource Development</b>	
HRD 300 Principles & Practices in HRD	3 cr.
HRD 301 Adult Teaching/Learning Process	3 cr.
HRD 310 Instructional Techniques and Technology	3 cr.
HRD 315 Computer Utilization in HRD	3 cr.
HRD 320 Dynamics of Working with Groups & Individuals	3 cr.
HRD 321 Designing Instruction in HRD	3 cr.
HRD 325 Communication and HRD	3 cr.
HRD 328 Organizational Project Management	3 cr.
HRD 329 Internship and Seminar in HRD	6 cr.
HRD Electives:	6 cr.*

\*Each student, in consultation with the program coordinator and/or advisor & guided by the student's career objectives, will select 6 elective credit hours to amplify & extend the core.

<b>Minor in Human Resource Development:</b>	
HRD 300 Principles and Practices in HRD	3 cr.
HRD 301 Adult Teaching/Learning Process	3 cr.
HRD 310 Instructional Techniques and Technology	3 cr.
HRD 320 Dynamics of Working with Groups & Individuals	3 cr.

HRD Electives: 6 credit hours – Courses such as HRD 315, HRD 321, HRD 325, HRD 362, and HRD 390 may be selected as minor electives as well as other courses with the approval of the HRD advisor. See NEIU catalog for full course info.