

Bachelor of Arts in Human Resources

The purpose of this major in Human Resources is to prepare students for challenges in the workplace related to managing and developing people. This includes those interested in HR careers as well as those who desire to improve their ability to solve problems, improve processes, and enhance the effectiveness of people in organizations. In addition to developing competencies in key HR activities (staffing, training and development, performance management, compensation and benefits, legal compliance), the student will develop important skills in critical thinking, problem solving, technology, and business communication. The Society for Human Resource Management (SHRM) has acknowledged that the Bachelor of Arts in Human Resources degree fully aligns with SHRM's HR Curriculum Guidebook and Templates. The guidelines – created in 2006 and revalidated in 2010 and 2013 – are part of SHRM's Academic Initiative to define HR education standards taught in university business schools and help universities develop degree programs that follow these standards.¹

Major Requirements for a Bachelor of Arts in Human Resources:

* Transfer equivalencies as applicable to the CCAF Associate in Applied Science Degree are indicated below.

1. Completion of UIW General Education Core Curriculum (46 hours)

* All 15 hours of General Education will be transferred here, plus 3 hours of transfer credit from the CCAF degree plan

2. Business Module (21 hours of specified Business courses)

* The 6 hours of Leadership, Management, and Military Studies will transfer here in Management Theory and Practices, Human Resource Management, or Organizational Behavior as applicable.

- ACC 2311 Financial Accounting
- BIS 2325 Business Information Processing
- MGT 3340 Concepts and Functions of Management
- MGT 3354 Theories and Concepts of Personnel Management
- MSC 3370 Statistical Analysis of Business
- MSC 3371 Models of Management Science
- MGT 4355 Organizational Behavior

3. Human Resources Module (24 hours of specified Human Resources courses)

* If applicable, all or some of the 15 hours of Program Electives will transfer here.

- HRES 3330 Human Resources and the Law
- ORGD 3340 Organizational Development
- HRES 3350 Staffing
- HRES 3360 Training & Development
- HRES 3370 Compensation and Benefits
- HRES 3380 Performance Management
- ORGD 4350 Leadership in Organizations
- HRES 4380 Capstone in Human Resources

4. Electives Module (29 hours)

* Free elective hours. These can be transferring hours or a specialized course area. Program Electives and Technical Education can transfer in here as free electives.

5. Community Service Component

A total of 45 clock hours (non-credit) of Community Service are required for all baccalaureate degrees at UIW. Academic advisors discuss the options for fulfilling the community service requirement and the method for documenting the service.

6. Residency Requirement

Following SOC guidelines, completion of 25% (30 credit hours) of coursework at the University of the Incarnate Word for Baccalaureate degree programs.


7. Upper-Division Course Requirement

36 hours of upper-division course work (3000-level and above). These courses can be transferred in or taken at UIW.

¹ <https://uiw.smartcatalogiq.com/en/2024-2025/undergraduate-catalog/academic-programs/sps/bachelors/human-resources-ba/>



Bachelor of Arts in Human Resources Plan File (PPF)
Category I

 Degree Requirement	Required Semester Credits	CCAF Transfer Credits	Course Credits to take at Institution
General Education	46 Hours	18	28
ENGL 1311 English Composition I	3		
ENGL 1312 English Composition II	3		
ENGL 2310 World Literature	3		
COMP 1301 Computer Literacy	3		
MUSI 1000/3000 Fine & Applied Arts	3		
PHIL 1381 Introduction to Philosophy	3		
RELS 1325 Religion Quest	3		
RELS 3000/4000 Religious Studies or Philosophy	3		
HIST 1000/2000 History	3		
PSYC 1301/SOCI 1311 Social Science	3		
BIOL 1401 Natural Science W/Lab	4		
MATH 1000/2000 College Algebra	3		
SPAN 1311 Foreign Language I	3		
SPAN 1312 Foreign Language II	3		
DWHP 3300 Dimensions of Wellness	3		
Professional Module	21 Hours	0-6	15-21
ACC 2311 Financial Accounting	3		
BIS 2325 Business Information Processing	3		
MSC 3370 Statistical Analysis of Business	3		
MSC 3371 Models of Management Science	3		
MGT 3340 Concepts and Functions of Management	3		
MGT 3354 Theories & Concepts of Personnel Management	3		
MGT 4355 Organizational Behavior	3		



Bachelor of Arts in Human Resources Plan File (PPF)
Category I

Specialized Course Module	24 Hours	15-24	0-9
HRES 3330 Human Resources and the Law	3		
ORGD 3340 Organizational Development	3		
HRES 3350 Staffing	3		
HRES 3360 Training & Development	3		
HRES 3370 Compensation and Benefits	3		
HRES 3380 Performance Management	3		
ORGD 4350 Leadership in Organizations	3		
HRES 4380 Capstone in Human Resources	3		
Electives Module 29 Hours (Free elective hours may be needed to fulfill 36 hours upper division requirements) – Hours dependent on Specialized Course Module	29 Hours	21-29	0-8
	3		
	3		
	3		
	3		
	3		
	3		
	3		
	3		
	3		
	2		
Total Credits Required Bachelor of Arts in Human Resources Degree	120	60*	60
All credits are unofficial until audited by the registrar			

*** AU-ABC degrees (BA-ADM, BAAS, BA-OD, and BA-HR) are guaranteed to transfer in 60 or more credit hours from the CCAF. The remaining hours necessary to meet the required 120 hours must be taken at the institution for completion of the degree. Credits will be allocated upon evaluation of the CCAF transcript.**

COMMUNITY SERVICE COMPONENT (45 CLOCK HOURS)

A total of 45 clock hours (non-credit) of Community Service are required for all baccalaureate degrees at UIW. Academic advisors discuss the options for fulfilling the community service requirement and the method for documenting the service.

RESIDENCY REQUIREMENT:

Following SOC guidelines, completion of 25% (30 credit hours) of coursework at the University of the Incarnate Word for Baccalaureate degree programs.

UPPER-DIVISION COURSE REQUIREMENT:

36 hours of upper-division course work (3000-level and above). These courses can be transferred in or taken at UIW.