

PILON SCHOOL OF BUSINESS

Business Administration – Human Resources

This program may lead to career paths in an HR department in a business, non-profit organization or governmental agency.

94%

**Employer
Satisfaction***

with the knowledge and skills
that our graduates possess.

Ontario College Advanced Diploma

Program Code: PBAHC

Full-time | Hazel McCallion Campus | Co-op | 3
yrs (6 semesters)

Ontario College Advanced Diploma

Program Code: PBAHR

Full-time | Hazel McCallion Campus, Davis
Campus | 3 yrs (6 semesters)

Ontario College Diploma

Program Code: PBUHR

Full-time | Hazel McCallion Campus, Davis
Campus | 2 yrs (4 semesters)



Become a capable HR professional who
fosters productivity and satisfaction.

Things you'll learn to do

- Attract and retain outstanding employees.
- Compensate employees correctly.
- Manage workplace health and safety issues.
- Provide valuable training programs and coaching for employees.
- Handle an organization's downsizing or workforce reassignment.

Critical training

This program offers the opportunity to build foundational skills needed in any business administration career, and delivers hands-on training in vital HR skills through case studies, guest speakers, simulated negotiation situations and group work. You'll learn about the latest trends in organizational behaviour, human resources planning and employment law.

Industry connections

Throughout the program, you'll be encouraged to build your personal network within the HR field by attending various industry networking events. The HRPA local chapters, for instance, have hosted events to support Sheridan students in their professional and academic development.

Admission Requirements

Program Eligibility

Ontario Secondary School Diploma or equivalent, including these required courses:

- One English, Grade 12 (ENG4C or ENG4U), minimum 60%

plus

- One Mathematics, Grade 12 (C or U) or mathematics, Grade 11 (M or U*) * MBF3C does not meet this requirement.
- Minimum 65% overall average required for PBUSP, PBAHR, PBUHR
- Minimum 70% overall average required for PBAHC

or

Mature student status.

Applicant Selection

Eligible applicants are selected on the basis of previous academic achievement (the average of their six highest senior-level credits, including required courses).

Applicants who don't meet the admission requirements for this program will be assessed and advised individually and may be considered for other, related programs.

Transferring from an Ontario College

Business students who have successfully completed one or two years of their program can easily transfer their credits to another college in the province. A system-wide agreement is in place at Sheridan and other colleges, permitting students to transfer among all college business programs across Ontario. The agreement means that business students in programs such as Business General, Human Resources, Accounting and Marketing will receive full credit for their completed courses. Given the high enrolment of business programs, these pathways provide additional flexibility for a significant number of students. Interested students should apply at ontariocolleges.ca using the appropriate program entry level at the new college. For more information, email infosheridan@sheridancollege.ca

Program Duration

Program duration for September starts (two-year program) is two academic years. Program duration for January starts (two-year program) is 16 months continuous.

Note: The Co-operative Education program will only be offered at the Hazel McCallion Campus.

Refer to the website for full admission requirements.

Career Opportunities

HERE ARE SOME JOBS YOU MIGHT FIND:

HR Administrator

HR Assistant

Talent Acquisition Coordinator

Health and Safety Coordinator

Health and Safety Assistant

HRIS Analyst

Courses

SOME OF THE COURSES YOU CAN EXPECT TO TAKE IN YOUR PROGRAM

Collective Bargaining

Human Resource Planning

Human Resources Management

Organizational Behaviour

Performance Management

Topics in Employment and Diversity

Note: See website for specific terms and course listings.

More information



Website:
sheridancollege.ca



Facebook:
facebook.com/sheridaninstitute



Twitter:
[@sheridancollege](https://twitter.com/sheridancollege)



Visit us!

There's no better way to get a sense of Sheridan than with a personal visit. Book a tour and see for yourself!



tours.sheridancollege.ca