

# Human Resources

## Academic Planning Guide

### Human Resource Management Associate of Applied Science

The Associate of Applied Science (AAS) in Human Resource Management is designed to provide students with the essential knowledge and skills needed for entry-level HR roles. Skilled HR professionals play a key role in fostering positive workplace environments, enhancing organizational performance, managing

resources, and ensuring compliance with labor laws and organizational policies. This program covers core principles of HR best practices preparing students to contribute in diverse work settings, including businesses, non-profits, government agencies, and healthcare organizations.

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#### Required Technical Studies

ACCT1000	Introduction to Accounting	3
ACCT1111	Payroll Accounting	3
BUSN1000	Principles of Business	3
BUSN1075	Business Conflict & Negotiation	3
BUSN1200	Business Communication	3
BUSN2005	Principles of Marketing	4
BUSN2055	Principles of Management	4
BUSN2060	Business Research & Analytics	3
BUSN2080	Project Management	3
BUSN2200	Principles of Strategic Human Resource Management	4
BUSN2205	Employment Law & Labor Relations	3
BUSN2010	Talent Recruitment & Selection	3
BUSN2215	Compensation, Benefits & HR Software Applications	3
BUSN2220	Training, Development, & Performance Management	3

**Total Credits 45**

#### Required General Education

ENGL1070	Technical Writing	3
	or	
ENGL1100	Writing & Research	4
COMM1250	Interpersonal Communication	3
	or	
COMM1260	Small Group Communication	3
	or	
COMM1280	Public Speaking	3
PHIL1100	Critical Thinking for College Success	3
	Choose any course from MnTC Goal Area 4	3

**15 Credits**

**Total Credits 60**

# Plan Your Path to Stay on Track

Success doesn't happen by accident—it starts with a plan! Whether you're working toward a diploma, certificate, or degree, understanding which courses to take and when to take them can save you time, money, and stress.

By staying organized and proactive, you'll move forward with confidence, avoid last-minute surprises, and stay on track for graduation. One of the best tools to help you map out your path is your Degree Audit Report (DARS).

## Your Personal Academic Checklist

DARS takes the guesswork out of course planning. It gives you a clear snapshot of your progress and shows which classes are still required for your program.

## Why Check DARS?

Planning your class schedule is much easier when you know what is left to take! Checking your DARS report can help you:

- ✓ Avoid registering for the wrong courses
- ✓ Make steady progress toward your degree or diploma
- ✓ Stay on track for graduation and avoid surprises

## How to Access Your DARS Audit

Checking your DARS only takes a few clicks!

- 1 Log into eServices with your StarID and password
- 2 Go to the Academic Records section
- 3 Click on Degree Audit Report (DARS)
- 4 Review your audit to see what is complete and what is still required



### Student e-services

Dashboard

Home

Account Management

Courses & Registration

Academic Records

### Academic Records

[Degree Audit](#)

[Unofficial Transcripts](#)

[Check Grades](#)

## Plan Ahead for Success

It is smart to review your DARS every semester—especially before registration opens. If you are not sure which classes to take next, your DARS is a great place to start. You can also bring it to your academic advising appointment to build a plan that fits your goals and schedule.

## Your degree. Your plan. Your future.

DARS helps you take the right steps, at the right time. Check your DARS often so you can register with confidence and graduate on time!

Visit

[HennepinTech.edu/Advising](http://HennepinTech.edu/Advising)

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