



**Mercer University and Central Georgia Technical College
Transfer Agreement**

Bachelor of Science (B.S.) in Human Resources Administration and Development

Mercer University Courses			CGTC Equivalent Courses		
Course #	Course Title	Semester Hours	Course #	Course Title	Semester Hours
Core in Major (30 semester hours)					
COMM 350	Organizational Communication	3		No equivalent course	
HRAD 245	Introduction to Human Resources	3	MGMT 2115	Human Resource Management	3
HRAD 250	Introduction to Training and Development	3	MGMT 2130	Employee Training and Development	3
HRAD 305	Assessment and Evaluation	3		No equivalent course	
HRAD 325	Diversity in the Workplace	3		No equivalent course	
HRAD 495	Capstone Experience	3		No equivalent course	
HSRV 230	Introduction to Interpersonal Relations	3		No equivalent course	
ORGL 320	Human Behavior in Organizations	3	MGMT 1105	Organizational Behavior	3
ORGL 470	Organization Development and Change	3		No equivalent course	
PSYC 333 or SOCI 333	Social Psychology	3		No equivalent course	

Concentration
Choose one concentration: Administration or Training and Development.
(15 semester hours)

Administration

HRAD 315	Workplace Law and Relations	3	MGMT 1110 and MGMT 2120	Employment Law and Labor Relations	3 3
HRAD 335	Employee Compensation and Benefits	3		No equivalent course	
HRAD 470	Ethics in Human Resources Administration	3		No equivalent course	
INFM 110 or INFM 301	Introduction to Informatics or Issues in Technology Management	3		No equivalent course	
ORGL 330	Budgeting for Nonfinancial Leaders	3	MGMT 1135	Managerial Accounting and Finance	3

Training and Development

HRAD 350	Principles of Adult Learning and Development	3		No equivalent course	
HRAD 365	Instructional Design and Delivery Strategies I: Material Development	3		No equivalent course	
HRAD 375	Instructional Design and Delivery Strategies II: Organizing Training	3		No equivalent course	
HRAD 385	Instructional Design and Delivery Strategies III: E-learning	3		No equivalent course	
INFM 202 or INFM 212 or INFM 322	Graphics and Interface Design or Web Development or Introduction to Multimedia and Web Design Tools	3	CIST 1510 or CIST 1530 or CIST 2510	Web Development or Web Graphics or Web Technologies	3

Total major hours required (includes core and concentration)	45	
General Education (39 semester hours)		
Total general education hours required	39	View the General Education transfer agreement.
Electives (36 semester hours)		
Total elective hours required	36	Additional courses from Business and Accounting, Computer Information Systems, Criminal Justice, Education, Emergency Management, Fire Science, Social Work, and the Health Professions may transfer as free electives to the B.S. in Human Resources Administration and Development.
Total semester hours required for completion of the B.S. in Human Resources Administration and Development	120	

Coursework with a grade of C or better is considered for transfer credit.