



PROGRAM PLANNING GUIDE



Name: _____

ID:

Bachelor of Business Administration as a Second Degree

Human Resource Management and Labour Relations



As a human resources management and labour relations (HRMLR) professional, you'll manage the greatest resource of organizations – its people! Competent, culturally sensitive and highly organized, HRMLR professionals add significant value and display competence in an array of specialized areas, including talent management, employment law, health and safety, performance management, training and development and diversity and inclusion. Study a broad range of topics including human behaviour, organizational change management, career development, managing in unionized environments, leadership, workplace safety and managing in diverse workplaces.

What determines my program requirements?

Please refer to the Academic Calendar (www.ulethbridge.ca/ross/academic-calendar) for complete program information.

Calendar Year: 2025/2026 - Your calendar year is set to the academic year you are admitted (or readmitted) and you should follow the requirements for that year for the duration of your program.

Faculty/School: Dhillon School of Business (www.ulethbridge.ca/dhillon) - An internationally accredited AACSB business school

Program(s): Bachelor of Business Administration

Major(s): Human Resource Management and Labour Relations

Minor: A defined set of courses, designed to provide depth in a particular discipline, study in an interdisciplinary area, or focus on a theme-related topic. To learn more about optional minors see www.ulethbridge.ca/ross/minors.

Am I admissible to this program?

Admission: www.ulethbridge.ca/ross/admissions/undergrad

Transfer: www.ulethbridge.ca/ross/transfer-resources

When/How do I apply to the University?

Deadlines: www.ulethbridge.ca/ross/admissions/undergrad/deadlines

Step-by-Step: www.ulethbridge.ca/ross/admissions/step-by-step

Where can I find information on courses?

Course Catalogue: www.ulethbridge.ca/ross/courses

Registration Guide: www.ulethbridge.ca/ross/registration-guide

When can I register for classes?

Register early! (March for Summer and Fall; November for Winter)

Registration Dates: www.ulethbridge.ca/ross/registration-dates

How can I enhance my program?

Career Bridge: www.ulethbridge.ca/career-bridge

Honours Thesis: www.ulethbridge.ca/ross/undergraduate-thesis

Student Professional Development:

www.ulethbridge.ca/dhillon/student-experience/student-professional-development

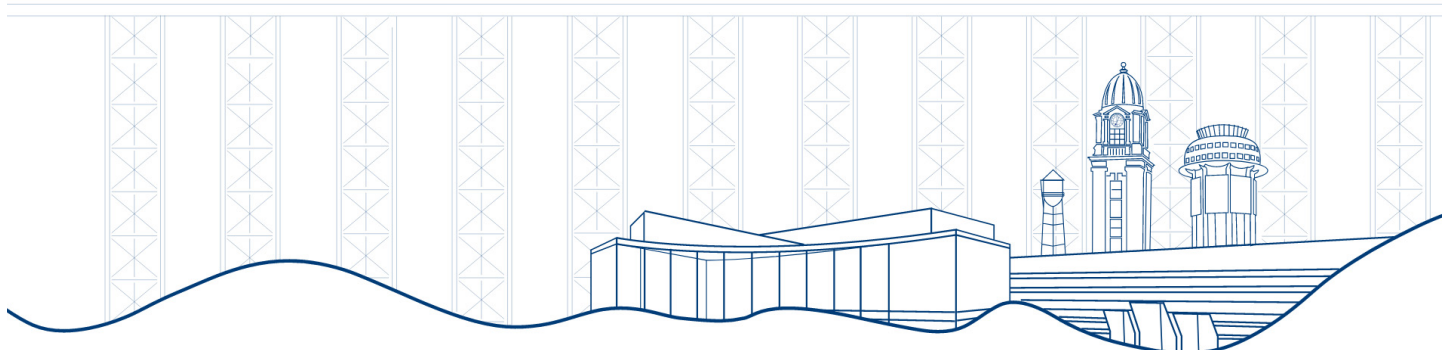
What supports are available to students?

Student Services: www.ulethbridge.ca/campus-life/student-services

Student Success Centre: www.ulethbridge.ca/student-success-centre

Accessible Learning: www.ulethbridge.ca/ross/alc

Counselling Services: www.ulethbridge.ca/counselling





PROGRAM REQUIREMENTS (2025/2026)

Required courses and notes

Name: _____

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Previous Degree: _____

Institution: _____

AGPA: _____

AWARDED: _____

General Requirements

Students must meet the academic standards, program requirements, and graduation requirements according to the regulations set by the Dhillon School of Business, and as outlined in the Calendar including, but not limited to:

_____ A minimum grade of 'C-' is required in all Dhillon School of Business courses (ACCT, AGEM, FINC, GLBU, HRLR, IGBM, MGT, and MKTG) and courses cross-listed with Dhillon School of Business courses; Economics 1010; Economics 1012; Statistics 1770; Writing 1000 or English 1900; and all courses in the major marked with an asterisk (*) in order to meet degree requirements.

_____ Successful completion of 15-25 courses (45.0-75.0 credit hours) with a cumulative and graduation grade point average (GPA) of at least 2.00. To determine graduation grade point averages, see **Dhillon School of Business, Graduation** in the 2025/2026 University of Lethbridge Calendar, www.ulethbridge.ca/ross/academic-calendar.

1. Courses completed as part of a first degree may be used to waive course requirements in the B.B.A. as a Second Degree, if they have been evaluated as a transfer equivalent (see www.uleth.ca/ross/ted). It is recommended that students submit course outlines for evaluation as soon as they have accepted their offer of admission, and no later than the last day of the student's first term. Please refer to the Academic Schedule to determine the last day of the term. For information on having courses evaluated, please refer to the Courses Not Previously Assessed section at www.ulethbridge.ca/ross/admissions/undergrad/transfer-credit.

Students who change majors may submit course outlines specific to courses in the new major for evaluation no later than the last day of the term the new program is in effect.

Students must continue to meet residency requirements after course waivers.

_____ All degree requirements must be completed within 10 years after acceptance into the Dhillon School of Business.

_____ Residence Requirement: Students must successfully complete at least 15 courses at the University of Lethbridge, including 10 Dhillon School of Business courses at the 3000/4000 level.

Core Requirements (17 Courses)

- _____ 1. Economics 1010 - Introduction to Microeconomics
- _____ 2. Economics 1012 - Introduction to Macroeconomics
- _____ 3. Management 1500 - Fundamentals of Business
- _____ 4. Statistics 1770 - Introduction to Probability and Statistics
- _____ 5. Marketing 2020 - Marketing
- _____ 6. Human Resources and Labour Relations 2030 - Introduction to Organizational Behaviour
- _____ 7. Management 2070/Economics 2070 - Operations and Quantitative Management
- _____ 8. Accounting 2100 - Introductory Accounting
- _____ 9. Accounting 2400 - Management Accounting
- _____ 10. Management 3031 - Managing Responsibly in a Global Environment
- _____ 11. Finance 3040 - Finance
- _____ 12. Human Resources and Labour Relations 3050 - Human Resource Management
- _____ 13. Global Business 3650 - Introduction to Global Business
- _____ 14. Management 4090 - Management Policy and Strategy

- _____ 15. **One of:**
 - _____ Management 3062 - Information Systems and Data Analytics
 - _____ ¹ Accounting 3171 - Accounting Information Systems and Data Analytics
 - _____ Management 3622 - Visual Analytics

- _____ 16. **One of the following with Indigenous content:**
 - _____ Any course from the Indigenous Governance and Business Management (IGBM) subject codes list
 - _____ Any course from the Indigenous Studies (INDG) subject codes list
 - _____ Art History 3152 - Indigenous Art History (Series)
 - _____ Blackfoot 1000 - Introductory Spoken Blackfoot
 - _____ Blackfoot 2210 - Structure of the Blackfoot Language
 - _____ Cree 2210 - Structure of the Plains Cree Language
 - _____ Indigenous Health 1000 - Introduction to Indigenous Health
 - _____ Liberal Education 1850 - Conversational Indigenization: Reconciling Reconciliation
 - _____ ¹ Political Science 3215 - Indigenous Peoples and Local Government in Canada

- _____ 17. **One of:**
 - _____ Management 2081 - Professional Communications Skills
 - _____ Writing 1000 - Introduction to Academic Writing

Major Requirements (8 Courses)

- _____ 18. Human Resources and Labour Relations 3305 - Managing Employee Health and Safety
- _____ 19. Human Resources and Labour Relations 3310 - Collective Labour Relations
- _____ 20. Human Resources and Labour Relations 3312 - Strategic Compensation
- _____ 21. Human Resources and Labour Relations 4305 - Canadian Labour and Employment Law
- _____ 22. Human Resources and Labour Relations 4310 - Advanced Organizational Behaviour
- _____ 23. Human Resources and Labour Relations 4350 - Staffing
- _____ 24. Human Resources and Labour Relations 4355 - Training and Development
- _____ 25. Management 2700 - Business Research Methods

Notes:

¹ Students should be aware that this course has prerequisites which may require taking courses extra to their program requirements.



Name: _____

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Shown below is the recommended sequence of courses for your degree. Consult timetables for course offerings, prerequisites, and corequisites before registering each term as some courses may have limited offerings (ie. once a year, alternating years, or only offered in the Fall or Winter terms). Consult with an Academic Advisor in your faculty if you wish to alter this sequence with regard to the specifically listed courses.

Note that this sequence was prepared based on course scheduling at the time of publication and may change during your studies.

First Year (Term 1)

- Accounting 2100
- Economics 1010
- Management 1500
- Statistics 1770
- One of: Management 2081 or Writing 1000

First Year (Term 2)

- Accounting 2400
- Economics 1012
- Human Resources and Labour Relations 2030
- Human Resources and Labour Relations 3050
- Management 2700

Second Year (Fall)

- Human Resources and Labour Relations 3305
- Human Resources and Labour Relations 4305
- Human Resources and Labour Relations 4310
- Human Resources and Labour Relations 4355
- Management 3031

Second Year (Winter)

- Human Resources and Labour Relations 3310
- Human Resources and Labour Relations 3312
- Human Resources and Labour Relations 4350
- Marketing 2020
- One of: Accounting 3171¹, Management 3062, or Management 3622

Third Year (Term 1)

- Global Business 3650
- Finance 3040
- Management 2070/Economics 2070
- Management 4090
- ²Indigenous Content Requirement

1. Students should be aware that this course has prerequisites which may require taking courses extra to their program requirements.
2. Refer to the list of Indigenous Content courses in the preceding core requirements.

Final Program Check

Request a Final Program Check at www.ulethbridge.ca/dhillon/final-program-check by December 1 (April completers) or by April 1 (June, August, & December completers) and after registering in your final term.

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|---|--|
| Program requirements with _____ (majors, minors, concentrations) | |
| <input type="checkbox"/> will be met upon successful completion of _____ currently enrolled courses | <input type="checkbox"/> have been met |
| U of L GPA: _____ Grad GPA: _____ Co-op: _____ Honours Thesis: _____ | |
| Advisor: _____ Date: _____ | Advisor: _____ Date: _____ |