



# PROGRAM PLANNING GUIDE



Name: \_\_\_\_\_

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## Post-Diploma Bachelor of Business Administration 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](http://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](http://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](http://www.ulethbridge.ca/ross/minors).

**This Program Planning Guide (PPG) must be customized based on your diploma transcripts. A customized PPG will be sent to your U of L email account following your acceptance to this program.**

### Am I admissible to this program?

**Admission:** [www.ulethbridge.ca/ross/admissions/undergrad](http://www.ulethbridge.ca/ross/admissions/undergrad)

**Transfer:** [www.ulethbridge.ca/ross/transfer-resources](http://www.ulethbridge.ca/ross/transfer-resources)

### When/How do I apply to the University?

**Deadlines:** [www.ulethbridge.ca/ross/admissions/undergrad/deadlines](http://www.ulethbridge.ca/ross/admissions/undergrad/deadlines)

**Step-by-Step:** [www.ulethbridge.ca/ross/admissions/step-by-step](http://www.ulethbridge.ca/ross/admissions/step-by-step)

### Where can I find information on courses?

**Course Catalogue:** [www.ulethbridge.ca/ross/courses](http://www.ulethbridge.ca/ross/courses)

**Registration Guide:** [www.ulethbridge.ca/ross/registration-guide](http://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](http://www.ulethbridge.ca/ross/registration-dates)

### How can I enhance my program?

**Career Bridge:** [www.ulethbridge.ca/career-bridge](http://www.ulethbridge.ca/career-bridge)

**Honours Thesis:** [www.ulethbridge.ca/ross/undergraduate-thesis](http://www.ulethbridge.ca/ross/undergraduate-thesis)

**Student Professional Development:**

[www.ulethbridge.ca/dhillon/student-experience/student-professional-development](http://www.ulethbridge.ca/dhillon/student-experience/student-professional-development)

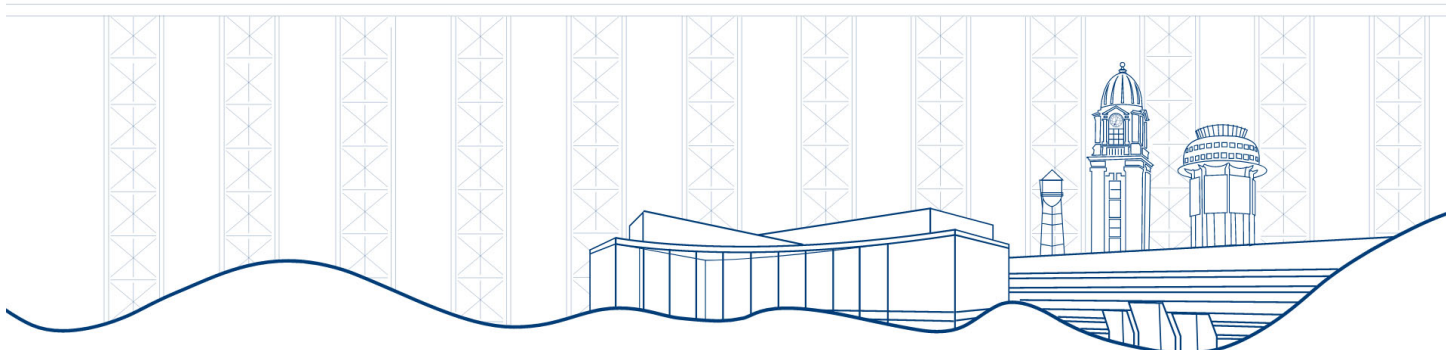
### What supports are available to students?

**Student Services:** [www.ulethbridge.ca/campus-life/student-services](http://www.ulethbridge.ca/campus-life/student-services)

**Student Success Centre:** [www.ulethbridge.ca/student-success-centre](http://www.ulethbridge.ca/student-success-centre)

**Accessible Learning:** [www.ulethbridge.ca/ross/alc](http://www.ulethbridge.ca/ross/alc)

**Counselling Services:** [www.ulethbridge.ca/counselling](http://www.ulethbridge.ca/counselling)





# PROGRAM REQUIREMENTS (2025/2026)

## Required courses and notes

### Core Requirements (9 Courses)

- \_\_\_\_\_ 1. Statistics 1770 - Introduction to Probability and Statistics
- \_\_\_\_\_ 2. Management 2070/Economics 2070 - Operations and Quantitative Management
- \_\_\_\_\_ 3. Management 3031 - Managing Responsibly in a Global Environment
- \_\_\_\_\_ 4. Human Resources and Labour Relations 3050 - Human Resource Management
- \_\_\_\_\_ 5. Global Business 3650 - Introduction to Global Business
- \_\_\_\_\_ 6. Management 4090 - Management Policy and Strategy
- \_\_\_\_\_ 7. **One of:**
  - \_\_\_\_\_ Management 3062 - Information Systems and Data Analytics
  - \_\_\_\_\_ Accounting 3171 - Accounting Information Systems and Data Analytics
  - \_\_\_\_\_ Management 3622 - Visual Analytics
- \_\_\_\_\_ 8. **One of:**
  - \_\_\_\_\_ Writing 1000 - Introduction to Academic Writing
  - \_\_\_\_\_ English 1900 - Introduction to Language and Literature

### Indigenous Content Requirement:

If the course that is selected from the list below does not have a Fine Arts and Humanities designation, an additional Fine Arts and Humanities elective will be needed extra to degree in order to meet Liberal Education requirements.

- \_\_\_\_\_ 9. **One of:**
  - \_\_\_\_\_ Any course from the Indigenous Governance and Business Management (IGBM) subject codes list

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  - \_\_\_\_\_ Any course from the Indigenous Studies (INDG) subject codes list

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  - \_\_\_\_\_ 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
  - \_\_\_\_\_ <sup>1</sup> Political Science 3215 - Indigenous Peoples and Local Government in Canada

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### Major Requirements (9 Courses)

- \_\_\_\_\_ 10. Human Resources and Labour Relations 3305 - Managing Employee Health and Safety
- \_\_\_\_\_ 11. Human Resources and Labour Relations 3310 - Collective Labour Relations
- \_\_\_\_\_ 12. Human Resources and Labour Relations 3312 - Strategic Compensation
- \_\_\_\_\_ 13. Human Resources and Labour Relations 4305 - Canadian Labour and Employment Law
- \_\_\_\_\_ 14. Human Resources and Labour Relations 4310 - Advanced Organizational Behaviour
- \_\_\_\_\_ 15. Human Resources and Labour Relations 4350 - Staffing
- \_\_\_\_\_ 16. Human Resources and Labour Relations 4355 - Training and Development
- \_\_\_\_\_ 17. Management 2700 - Business Research Methods
- \_\_\_\_\_ 18. **One of:**
  - \_\_\_\_\_ Economics 2900 - Economics and Business Statistics
  - \_\_\_\_\_ Statistics 2780 - Statistical Inference

### Electives (2 Courses)

Minor courses may fill electives below where applicable.

- \_\_\_\_\_ 19.-20. Two Fine Arts and Humanities electives chosen to ensure completion of the Liberal Education List Requirement (see **School of Liberal Education** in the 2025/2026 University of Lethbridge Calendar, [www.ulethbridge.ca/ross/academic-calendar](http://www.ulethbridge.ca/ross/academic-calendar))
- \_\_\_\_\_ 19. \_\_\_\_\_
- \_\_\_\_\_ 20. \_\_\_\_\_

### Notes:

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



# PROGRAM REQUIREMENTS (2025/2026)

## Required courses and notes

Name: \_\_\_\_\_  
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### Modified Liberal Education Requirement

Only four courses (12.0 credit hours) in total may be counted from any one discipline toward the Lib Ed Requirement. Disciplines are identified by separate course subject codes. Cross-listed courses count toward the limit for both disciplines (e.g. IGBM 3250/INDG 3250 counts toward the limit for Dhillon School of Business courses and Indigenous Studies).

Only four courses (12.0 credit hours) in total from the Faculty of Education (EDUC), Faculty of Health Sciences (ADCS, HLSC, INHL, NURS, PUBH, and TREC), and the Dhillon School of Business (ACCT, AGEM, FINC, GLBU, HRLR, IGBM, MGT, and MKTG) may be counted towards the Lib Ed Requirement.

To determine if a course has a Liberal Education designation, see School of Liberal Education in the 2025/2026 University of Lethbridge Undergraduate Calendar, [www.ulethbridge.ca/ross/academic-calendar](http://www.ulethbridge.ca/ross/academic-calendar).

- \_\_\_\_\_ 1.-4. **List I: Fine Arts and Humanities**
  - \_\_\_\_\_ 1. \_\_\_\_\_
  - \_\_\_\_\_ 2. \_\_\_\_\_
  - \_\_\_\_\_ 3. \_\_\_\_\_
  - \_\_\_\_\_ 4. \_\_\_\_\_
- \_\_\_\_\_ 5.-6. **List II: Social Science**
  - \_\_\_\_\_ 5. \_\_\_\_\_
  - \_\_\_\_\_ 6. \_\_\_\_\_
- \_\_\_\_\_ 7.-8. **List III: Science**
  - \_\_\_\_\_ 7. \_\_\_\_\_
  - \_\_\_\_\_ 8. \_\_\_\_\_
- \_\_\_\_\_ 9.-10. **Any List**
  - \_\_\_\_\_ 9. \_\_\_\_\_
  - \_\_\_\_\_ 10. \_\_\_\_\_

### 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:

- \_\_\_\_\_ Successful completion of at least 20 courses (60.0 credit hours) with cumulate and graduation grade point averages 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](http://www.ulethbridge.ca/ross/academic-calendar).
- \_\_\_\_\_ 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. Students who take Economics 1010 and/or Economics 1012 as part of their degree requirements must achieve a minimum grade of 'C-'.
- \_\_\_\_\_ All degree requirements must be completed within 10 years after acceptance into the Dhillon School of Business.
- \_\_\_\_\_ Completion of a Modified Liberal Education List Requirement consisting of four courses (12.0 credit hours) from List I, two courses (6.0 credit hours) from each of List II and List III, and two additional courses (6.0 credit hours) from any list.
- \_\_\_\_\_ Residence Requirement: Students must successfully complete at least 20 courses at the University of Lethbridge.

### Optional Minor: \_\_\_\_\_

For information about minors see **Minors** in the 2025/2026 University of Lethbridge Calendar, [www.ulethbridge.ca/ross/academic-calendar](http://www.ulethbridge.ca/ross/academic-calendar). Consult with an Academic Advisor if you wish to add a minor to your program.

### Diploma Courses

Students admitted to the Post-Dip B.B.A. program cannot receive credit for courses at the U of L for which they have equivalent credit in their diplomas. See U of L's Transfer Equivalency Database ([www.ulethbridge.ca/ross/ted](http://www.ulethbridge.ca/ross/ted)). Substitute (SUB) courses will be assigned by DSB to replace courses for which they have equivalent credit. Diploma courses that satisfy the Post-Diploma B.B.A. course requirements must meet minimum grade requirements. Courses may also have a minimum grade requirements for prerequisite purposes. Equivalent courses are listed below on your customized PPG.

Where a diploma does not provide appropriate background for the B.B.A. major chosen, students will be assigned additional courses. The Human Resource Management and Labour Relations major requires the following equivalents: Accounting 2100, Accounting 2400, Economics 1010, Economics 1012, Finance 3040, Human Resources and Labour Relations 2030. Additional courses will be substituted (SUB) for required equivalent courses by DSB where possible. Otherwise, they may be extra. Additional courses are listed below on your customized PPG.

Equivalent Courses (Do NOT take these courses at the U of L)	Additional Courses (You MUST take these courses at the U of L)



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.**

### Fall Admission

#### Third Year (Fall)

- Human Resources and Labour Relations 3050
- Human Resources and Labour Relations 3305
- Statistics 1770
- One of: Writing 1000 or English 1900
- <sup>1</sup>Indigenous Content Requirement

#### Third Year (Winter)

- One of: Economics 2900 or Statistics 2780
- Human Resources and Labour Relations 3310
- Human Resources and Labour Relations 3312
- Management 2700
- Management 3031

#### Fourth Year (Fall)

- One of: Accounting 3171, Management 3062, or Management 3622
- Human Resources and Labour Relations 4305
- Human Resources and Labour Relations 4310
- Human Resources and Labour Relations 4355
- Management 2070/Economics 2070

#### Fourth Year (Winter)

- Human Resources and Labour Relations 4350
- Global Business 3650
- Management 4090
- <sup>2</sup>Elective - Fine Arts & Humanities
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1. Refer to the list of Indigenous Content courses in the preceding core requirements. Students should take an Indigenous content course with a Fine Arts and Humanities designation otherwise they will have an extra course to complete program requirements.
2. Cannot be ACCT, ADCS, AGEM, EDUC, FINC, GLBU, HLSC, HRLR, IGBM, INHL, MGT, MKTG, NURS, PUBH, or TREC due to Liberal Education limitations.

## Final Program Check

Request a Final Program Check at [www.ulethbridge.ca/dhillon/final-program-check](http://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.

Program requirements with \_\_\_\_\_ (majors, minors, concentrations)

will be met upon successful completion of \_\_\_\_\_ currently enrolled courses

have been met

Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

U of L GPA: \_\_\_\_\_ Grad GPA: \_\_\_\_\_ Co-op: \_\_\_\_\_ Honours Thesis: \_\_\_\_\_  
Advisor: \_\_\_\_\_ Date: \_\_\_\_\_



Name: \_\_\_\_\_

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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.**

### Winter Admission

#### Third Year (Winter)

- Human Resources and Labour Relations 3050
- Global Business 3650
- Statistics 1770
- One of: Writing 1000 or English 1900
- <sup>1</sup>Indigenous Content Requirement

#### Third Year (Fall)

- Human Resources and Labour Relations 3305
- Human Resources and Labour Relations 4305
- Human Resources and Labour Relations 4310
- Management 2700
- Management 3031

#### Fourth Year (Winter)

- Human Resources and Labour Relations 3310
- Human Resources and Labour Relations 3312
- Human Resources and Labour Relations 4350
- Management 2070/Economics 2070
- <sup>2</sup>Elective - Fine Arts & Humanities

#### Fourth Year (Fall)

- One of: Economics 2900 or Statistics 2780
- One of: Accounting 3171, Management 3062, or Management 3622
- Human Resources and Labour Relations 4355
- Management 4090
- <sup>2</sup>Elective - Fine Arts & Humanities

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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: _____