CIAT
CALIFORNIA INSTITUTE OF APPLIED TECHNOLOGY

EARN YOUR DEGREE IN
HUMAN RESOURCES MANAGEMENT

Associate of Applied Science in Human Resources Management

Program Overview

The Associate of Applied Science in Human Resources Management program is tailored to prepare students for successful careers in HR. It covers a comprehensive curriculum addressing various aspects of HR management, including onboarding, training, employee retention, ethical management, and legal compliance. Students develop essential skills such as communication, problem-solving, and critical thinking to tackle HR challenges. The program emphasizes a strategic perspective, aligning HR strategies with organizational goals.

Graduates are qualified for entry-level HR positions and may pursue certifications like HRCI aPHR. Potential roles include HR Coordinator, HR Assistant, HR Manager Assistant, and Personnel Coordinator, contributing to organizational success by managing and supporting the workforce.

17 Courses | **Industry Certification** | **2 Years**

75% Technical Courses **25%** General Education Courses

Entry Requirements:

High School Diploma or GED *Transfer credits may be accepted.

Degree + Certifications

Employers in this field expect more than just a degree. Earn industry certifications along the way to strengthen your resume and show off your skills.

Earn your industry certifications *while* earning your degree, and graduate career-ready:

- ***Complimentary exam vouchers***
- ***Unlimited exam attempts****
- ***Test preparation software***

CIAT Virtual Classroom

Personalized Learning

Small class sizes led by industry experts for a hands-on personalized learning experience

Accelerated, Immersive Online Courses

Accelerated 5-week live immersive classes keep you focused on learning one topic at a time.

Real-World Career Preparation

Classes are designed to boost your technical confidence and ensure you graduate career-ready.

2026 CURRICULUM ALIGNMENT HRCI aPHR®

CIAT is proud to be an Academic Partner of HRCI, a globally recognized credentialing organization for human resources professionals. Through this partnership, CIAT integrates industry-aligned HR education into its curriculum and provides students with certification preparation resources for the Associate Professional in Human Resources® (aPHR®), helping them build practical HR knowledge and prepare for career opportunities in the field.

ACCET

We have high standards and we believe you should too. CIAT has proudly earned accreditation from the Accrediting Council for Continuing Education & Training (ACCET) listed by the U.S. Department of Education as a nationally recognized accrediting agency.

Contact Us

(877) 559-3621 | ciat.edu | info@ciat.edu

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Your Path to Success Starts Here

In today's fast-paced business environment, effective human resource management is critical to the success of any organization. It's not just about hiring and managing employees; it's about creating a positive work environment, fostering employee engagement, and aligning HR strategies with the organization's goals.

At CIAT, you can earn more than just a human resources management degree: you can gain expertise, marketable skills, and in-demand industry certifications that will help you stand out in today's job market. We offer flexible, live online classes that are perfect for working adults, one-on-one tutoring, unlimited access to workshops and support, and personalized career services, to help you achieve your academic and professional goals.

Our Career Services Team

Who We Are

We are a team of dedicated professionals with extensive experience in career advising and development.

Why We're Different

We offer personalized career support designed to meet your unique needs. We prioritize relationship-building and offer ongoing support at every stage of your career journey.

How We Help

We offer a wide range of services including resume writing, interview preparation, career exploration, and more.

Our Goal

To empower our students for lifelong career success by providing comprehensive support and resources for their professional development.

Financial Aid Options

Federal Grants & Loans

- FAFSA

Military Benefits

- Post 9/11 GI Bill® Benefits
- Yellow Ribbon Program
- Active Duty Tuition Assistance
- Military Spouse Funding (MyCAA)
- Vocational Rehab & Employment

Employer Benefits

- CIAT Workforce Grant
- CIAT Tuition Match

Cost Per Credit: $485

Total Credits: 64

Total Tuition: $31,040

CIAT has awarded over $5M in scholarships.
One could be yours. See if you qualify.

- Your final tuition cost will vary based on credits transferred from other institutions, and potential scholarships applied. Our Admissions and Financial Aid team will prepare a personal financial aid projection with tips on how to maximize your educational investment, plan your ROI, and reduce out of pocket expenses.

- GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at https://www.benefits.va.gov/gibill. CIAT is approved to offer VA benefits. *Financial aid is available for those who qualify. *Students are encouraged to take certification exams while actively enrolled in their Certificate or Degree program. Unlimited certification exam attempts expire 180 days after graduation. Select exams are not eligible for unlimited retakes - see certification exam policy for details. Certifications or courses may change to address industry trends or improve quality.

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Earn More Than a Degree with Industry Certifications

Degree

Certifications

Student Success

The 3 Steps to Student Success:

Employers hiring for IT positions today demand more than a degree, they expect candidates to come with resumes stacked with industry certifications. Getting certified helps you stay ahead of your competition, position yourself for higher salaries, and demonstrate to your employer that you have the skills needed for the job. At CIAT, we do everything we can to help you get certified, which includes extending our one-of-a-kind unlimited certification policy to all eligible, active students.

1

Coursework

Learn from industry-certified instructors through live classes and hands-on labs. Build your technical skills and conquer the technical concepts before you prepare for the exam.

Study for Certification Exam

Our most successful students study several hours each week on top of their coursework to prepare for certification exams. CIAT provides complimentary 4 day bootcamps during term breaks, practice exam software, workshops, and live test prep tutoring for all students.

2

3

Pass Certification Exam

Once you reach 90% or higher on two practice exams, you are ready to take the exam. You will receive a voucher from CIAT, schedule your exam, and report your results to CIAT. If you fail your exam, CIAT offers an unlimited certification exam policy to all eligible students for up to 180 days after graduation to take the exam as many times as needed in order to pass.

**Most exams in the CIAT curriculum are included in our unique Unlimited Certification Exam Policy. A few exclusions do apply.*

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Earn More Than a Degree with Industry Certifications

Why Earn Industry Certifications?

Employers hiring for IT positions today demand more than a degree, they expect candidates to come with resumes stacked with industry certifications. Getting certified helps you:

- Enhance your resume
- Be more competitive in the job market
- Earn higher salaries
- Demonstrate your skills and value to your employer

The CIAT Approach:

Industry certification exams are difficult exams, and many students do not pass on their first attempt. To help student success rates, we encourage all students to study several hours each week on top of their courses and take advantage of CIAT's complimentary support and unlimited number of exam vouchers. CIAT offers:

- Certification workshops
- Complimentary 4 day bootcamps during term breaks
- Live test prep tutoring
- Practice exam software
- Unlimited certification exam policy

Industry Certifications:

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aPHR®

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ASSOCIATE OF APPLIED SCIENCE IN HUMAN RESOURCES MANAGEMENT

PROGRAM ID	#AASHRM
LENGTH	85 Weeks
CREDITS	64 Credits (360 Lab Hours; 780 Lecture Hours)

ASSOCIATE DEGREE - CORE COURSES

ID	CLASS	CREDITS
CIS100A	Computer Fundamentals	**4**
BAM102	Introduction to Spreadsheets and Understanding Data	**4**
HRM100A	Human Resource Management, Part 1	**4**
HRM100B	Human Resource Management, Part 2	**4**
BAM108	Navigating The Modern Workforce - Diversity, Culture, Generations	**4**
BAM103	Effective Presentations	**4**
HRM102	Employee Relations	**4**
HRM103	Compliance and Risk Management	**4**
HRM104	Talent Acquisition	**4**
HRM105	Learning and Development	**4**
HRM106	Compensation and Benefits	**4**
BAM106	Organizational Behavior for Managers	**4**

ASSOCIATE DEGREE - GENERAL EDUCATION COURSES

ID	CLASS	CREDITS
ENG	Technical Writing	**4**
ENG	Public Speaking	**3**
MTH	College Algebra	**3**
SBS	Psychology, Sociology, or Economics	**3**
SCI	Chemistry, Biology, or Physics	**3**

Graduation requirements:

- 80% or higher cumulative attendance
- 2.0 or higher cumulative GPA