

## MASTER OF SCIENCE IN HUMAN RESOURCE MANAGEMENT

### *Managing people effectively in global organizations*

For professionals already working in human resources—as well as college graduates of any background interested in pursuing a career in human resource management—it is crucial to have the skills to manage an increasingly diverse and international workplace.

### Highlights

The Master of Science in Human Resource Management (MSHRM) program's comprehensive curriculum focuses on information technology and change management in an international environment. The curriculum also helps prepare you for the most valued professional certification exams in the field—those of the Society for Human Resource Management's Certification Institute. Our faculty includes many well-known scholars in the discipline and members of the editorial boards of the most prestigious human resources (HR) journals.

A majority of the students in our program are working HR professionals and, as a result, they are interested primarily in practical applications of the material. Our courses and instructors recognize students' interest in procedural ("how to") rather than declarative ("defined") knowledge. That's why experiential exercises, case studies, and other engaging and active forms of applied learning are a critical part of our program.

### Unique Features

- The accelerated twelve-month course of study, with classes held on Saturdays.
- An up-to-date curriculum that we continually adjust to reflect changes in the HR field.
- The preparation to attain the Society for Human Resource Management's PHR or SPHR certifications—the most valued credentials in the field.
- Interaction and networking opportunities with a strong network of fellow students, many of whom already are HR professionals.

### Program Format

MSHRM cohorts begin in January and August. Cohorts are structured into "blocks" or sessions, with each block consisting of two courses and lasting approximately eight weeks. Classes meet on Saturdays for a full day, with one course being taught in the morning (8:30 a.m. – 12:30 p.m.) and the second course in the afternoon (1:30 p.m. – 5:30 p.m.).

### Curriculum

Human Resource Strategy and Planning  
Employment Law and Human Resource Management  
High-Involvement Human Resource Management  
Human Resource Knowledge Management  
Performance and Talent Management  
International Human Resource Management  
Labor Issues and Conflict Management  
Critical Thinking in Human Resource Management  
Human Resource Management Metrics  
Staffing Organizations

### Curriculum (continued)

Reward Systems Management  
Wellness Management

### Admission Requirements

To be eligible for admission to the MSHRM program, prospective students must:

1. Hold a four year Bachelor's degree from an accredited college or university.
2. Be in good standing with all previously-attended colleges and universities.
3. Meet either one of the two:

*Achieve a minimum score of 500 on the Graduate Management Admission Test (GMAT) or a score of 1000 (combination of verbal and quantitative) on the Graduate Record Exam (GRE) and have earned a minimum 3.0 grade point average (GPA) in undergraduate study.*

or

*Have a minimum of five years of professional (exempt) experience, of which at least two years are in the HR field and have earned a minimum 3.0 grade point average (GPA) in undergraduate study.*

4. Graduate student applicants whose studies were completed outside of the US must demonstrate proficiency in the English language by presenting a minimum score of 80 on the iBT TOEFL (equivalent to 550 on paper-based version) or 6.5 overall score of the International English Language Testing System (IELTS).

### Application Deadlines

#### To begin in the Spring Term (January)

September 1 Last day for international students to submit a graduate application.

October 1 Last day for international students to submit all supporting academic credentials, appropriate test scores, and Declaration of Finances.

Last day for US applicants to submit a graduate application and supporting credentials.

#### To begin in the Fall Term (August)

April 1 Last day for international students to submit a graduate application.

June 1 Last day for international students to submit all supporting academic credentials, appropriate test scores, and Declaration of Finances.

Last day for US applicants to submit a graduate application and supporting credentials.

## Application Procedures

To apply for admission to the MSHRM Program, applicants should submit the following to:

MSHRM Program  
Chapman Graduate School of Business  
Florida International University  
College of Business Complex - CBC 214  
11200 SW 8th Street  
Miami, Florida 33199

- 1) Graduate Application for Admission, along with nonrefundable application fee of \$30.00 in US dollars. Applications can be completed at <http://gradschool.fiu.edu/admissions.html>
  - 2) Official transcripts from all previously attended colleges and/or universities. Transcripts must be sent directly to the MSHRM Program Office by all formerly attended institutions in a sealed university envelope.
  - 3) Official proof of degree: a notarized copy of the original diploma is required if the degree is not posted on the official transcripts.
  - 4) Official GMAT (Minimum score is 500) or GRE score (Combined verbal & quantitative scores must equal a minimum of 1000). The official score must be sent directly by Educational Testing Service (ETS). **FIU's university code is: 5206.**
  - 5) Resume
  - 6) Statement of purpose  
There is not a minimum or maximum word or page count. The document should outline your objectives in pursuing this graduate degree.
  - 7) Two (2) Recommendation letters
- International applicants and applicants who did not obtain a degree in the U.S.** should submit all of the documents above and in addition, those listed below.
- 8) If official transcripts are not in English, a second copy of the transcript must be requested from previously attended institutions for translation by an official translation agency. The official translation as well as the requested official copy of the transcript must be submitted.
  - 9) Official TOEFL score (Minimum score is 213 on computer-based, 550 on paper-based, or 80 on internet-based test) or official IELTS score (minimum score is 6.5). The official score must be sent directly by Educational Testing Service (ETS). **FIU's university code is: 5206.**
  - 10) Declaration of Finances—has to reflect \$47,500  
This form can be downloaded from [http://gradschool.fiu.edu/downloads/Declaration\\_of\\_Finances.doc](http://gradschool.fiu.edu/downloads/Declaration_of_Finances.doc)
  - 11) Bank letter (on official bank letterhead and in the envelope of the bank) has to reflect \$47,500. Funds must be in a checking or savings account. If not denoted in U.S. dollars, the letter must indicate exchange rate amount. If not in English, the letter has to be officially translated into English.
  - 12) Sponsor letter (if applicable)

Only those applicants who have submitted complete application packets will be considered. Meeting the minimum requirements is not a guarantee of admissions.

## Financial Assistance

Limited number of partial, merit-based scholarships is available for most qualified students. For more information please contact the MSHRM program office.

## Fees

The total cost of tuition for Florida residents is approximately \$26,998 and for non-residents and international students is \$30,598.

Tuition for the MSHRM program for the 2011-2012 academic year is \$2,249.85 per course for Florida-residents and \$2,549.85 per course for non-residents and international students.

Once you are accepted into the program, you will be required to submit a \$750 residency fee, which will be applied toward the fees for the first semester in the program. All fees are subject to change.

## Advisory Board

The MSHRM Program has an Advisory Board of prominent HR executives. The 30-35 member board plays a strategic role in the direction of the program as well as in formulating the curricula, assisting in the marketing and promotion of the program, and in mentoring graduate students.

They are the HR leaders from Burger King, Royal Caribbean Cruises, General Electric, Visa International, AT&T, IBM, Terremark, Citi Group, Jackson Memorial Hospital, and Cannon Latin America to name a few.

## Career Services

The Career Management Services staff offers high-quality, accessible, and well-coordinated services and provides information designed to help you achieve career success. Workshops cover topics such as writing resumes, preparing for and handling the job interview, developing job search strategies, and effective networking. In addition, the office provides self-assessment tools, individual advising, resume referral, and on-campus interviews for internships and permanent positions. Career Management Services works closely with employers to develop relationships that ensure you have access to many employment opportunities.

Leading organizations recognize the value of MSHRM graduates: Burger King, Home Depot, Coral Gables Engineering, Ryder, Miami Dade County, Publix Supermarkets, IBM Corporation, J.W. Marriott Hotels, Bacardi, Noven Pharmaceuticals and others.

## More Information

For more information about the Master of Science in Human Resource Management program, please contact our office.

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Florida International University  
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11200 SW 8th Street  
Miami, Florida 33199

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