



# Human Resources Management

## Rapid Track

**1/17/2024 – 5/20/2024**

**Monday and Wednesdays, 6:00p.m. – 9:00p.m.**

Once a rapid track starts, all individual classes within the rapid track are guaranteed. Because of that, all rapid track classes are pre-selected and cannot be substituted. If you would prefer to select your own schedule, you can choose to take classes individually.

**Did you know?** You can apply this certificate toward a bachelor’s degree! [EverettCC.edu/BAM](http://EverettCC.edu/BAM)

Course Title	Hours	Dates
<a href="#">Human Resources Essentials</a>	9	1/17-1/24
<a href="#">Employment Law</a>	15	1/29-2/12
<a href="#">Talent Management</a>	12	2/14-2/28
<a href="#">Managing Employee Performance</a>	12	3/4-3/13
<a href="#">Total Rewards</a>	12	3/18-3/27
<a href="#">HR Systems &amp; Metrics</a>	12	4/1-4/10
<a href="#">Recruitment &amp; Retention</a>	9	4/15-4/22
<a href="#">Personnel Issues</a>	6	4/24-4/29
<a href="#">Conducting HR Investigations</a>	6	5/1-5/6
<a href="#">HR Certificate Capstone</a>	9	5/8-5/20

**Questions?** Email [learn@everettcc.edu](mailto:learn@everettcc.edu) or call 425-267-0150

## EverettCC.edu/HRCert

Required texts must be purchased before the first day of class.  
Visit [www.campusce.net/everett](http://www.campusce.net/everett) for course descriptions and required texts and materials.