

# Human Resources Management

## Rapid Track

**9/19/2022 - 2/13/2023**

**Monday and Wednesdays, 6 p.m. – 9 p.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	9/19-9/26
<a href="#">Employment Law</a>	15	9/28-10/12
<a href="#">Talent Management</a>	12	10/17-10/26
<a href="#">Managing Employee Performance</a>	12	11/2-11/14
<a href="#">Total Rewards</a>	12	11/16-11/28
<a href="#">HR Systems &amp; Metrics</a>	12	11/30-12/12
<a href="#">Employee Training and Development</a>	6	1/9-1/11
<a href="#">Recruitment &amp; Retention</a>	9	1/18-1/25
<a href="#">Conducting HR Investigations</a>	6	1/30-2/1
<a href="#">HR Certificate Capstone</a>	9	2/6-2/13

**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.

Visit [everettcc.edu/ccecpolicies](http://everettcc.edu/ccecpolicies) for information about completion requirements, retakes, refunds, and more.

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