

# SU<sup>SS</sup>

SINGAPORE UNIVERSITY  
OF SOCIAL SCIENCES

*2019 Undergraduate Programmes*

# BACHELOR OF HUMAN RESOURCE MANAGEMENT

(Part-time Programme)

## S R NATHAN SCHOOL OF HUMAN DEVELOPMENT

# BACHELOR OF HUMAN RESOURCE MANAGEMENT

## Programme Overview

The human resource (HR) profession has been identified by the government as a key strategic pillar for driving and building a future-ready workforce in Singapore. HR is seeing a shift in roles and responsibilities as it becomes even more strategic to businesses. The HR professional must have the vision and ability to design and implement appropriate strategies to attract, develop and retain talent in their organisations. The programme aims to produce competent professionals grounded in business and with specific HR domain knowledge to tackle challenging human capital management issues in the modern workplace.

## Our Edge

This degree programme is the only HRM degree offered by a national university. This carefully curated programme combines essential topics in social science, business and HR functions. With both theoretical and practitioner focus on HRM, this programme offers both existing and aspiring HR professionals the specialised knowledge and competencies in key HR functions to apply across a variety of organisations, from start-ups to multinationals, non-profit organisations to government organisations. All courses are designed and taught by faculty and professionals from the industry. This will prepare graduates with the core HR competencies needed to understand, implement and develop meaningful HR policies and practices that promote employee and organizational effectiveness in the modern workplace.

## Why is Singapore University of Social Sciences Unique?

Studying in Singapore University of Social Sciences means that working adults are able to enrich themselves academically without compromising their careers, families or social lives. All our classes are conducted in the evenings and during weekends on campus. To supplement the classes, study guides are provided so that self-study is possible without attending classes.

Application of gained knowledge and competencies is immediate as the curriculum is designed to be academically rigorous and industry-relevant for working adults.



## Programme Structure

Designed and developed by practitioners and faculty and in consultation with the industry, the programme is built around three domains of knowledge and competencies: Business, Psychology and HRM. The multi-disciplinary electives included in the programme are chosen to enhance the expertise of HR professionals.

Students are required to complete a total of 130 credit units (cu) to graduate with a basic degree, inclusive of 10 cu of university core courses.

All courses are in 5 cu unless stated otherwise.

# CURRICULUM\*

## Compulsory Courses (100 cu)

- Business Skills and Management
- Statistics
- Business Excellence
- Project Management
- Managerial Economics
- Financial Management
- Human Behaviour in Organisations
- Employment Law and Industrial Relations
- Training and Development
- Work Motivation
- Team Dynamics
- Total Rewards Design and Management
- Human Capital Metrics
- Talent Management
- Performance Management
- Leadership Development
- Workforce Planning
- Global Human Resource
- Assessment and Selection
- Interviewing Techniques

## School core (10 cu)

- Social Emotional Learning
- Human Growth and Life-Span Development: Adulthood to Old Age



## Electives (choose 10 cu from the following)

- Contract and Agency Law
- Financial and Managerial Accounting
- Marketing Management
- Introduction to Social Sciences
- Social Science Research Methods
- Financial Instruments, Institutions and Markets

\* **Curriculum may be subject to changes.**

For more information on our Bachelor of Human Resource Management, please visit [suss.edu.sg/BHRM](http://suss.edu.sg/BHRM)

# ADMINISTRATIVE DETAILS

## Admissions

You must be a Singapore citizen, permanent resident or a resident in Singapore. In addition, you will need to meet these minimum requirements:

- GCE 'A' level with two passes (prior to 2006) or two H2 passes (from 2006), or local Polytechnic Diploma or International Baccalaureate (IB) Diploma or NUS High School Diploma. Applicants with a Technical Diploma from ITE, or other Diploma qualifications plus an acceptable SAT or ACT (with Writing) score may be considered for admission on a case-by-case basis;
- Two years of full-time work experience, or currently employed on a full-time basis; and
- At least 21 years old.

Some programmes may have additional requirements. Please visit [suss.edu.sg/PT](http://suss.edu.sg/PT) and refer to the individual programme pages for details.

Shortlisted candidates may be required to undergo one or more interview(s) and/or take written admission or other evaluation tests.

All applications are considered individually on merit, and the offer of admission depends on the number of places available. Admission is solely at the discretion of Singapore University of Social Sciences.

## How to Apply

Applications are to be made online via [suss.edu.sg](http://suss.edu.sg). You must submit all the required documents together with your admission application. Incomplete applications will not be considered.

## Tuition Fees and Government Subsidy

The amount of course fee you pay in each semester depends on the number of courses you take in that semester. Course fees cover all study materials, classes, supervision, assignments and examinations. They do not include costs for textbooks and other additional items specified by the university from time to time.

The tuition fee subsidy from the Singapore Government comes in the form of a tuition grant which is administered by the Ministry of Education (MOE) and is offered to eligible students studying for an undergraduate degree with the Singapore University of Social Sciences (SUSS). Singapore Citizens aged 40 and above who are pursuing MOE-subsidised undergraduate programmes with SUSS and who are eligible for the SkillsFuture Mid-Career Enhanced Subsidy will enjoy a higher subsidy.

All Singaporeans aged 25 and above can use their \$500 SkillsFuture Credit from the government to pay for a wide range of approved skills-related courses. Visit the SkillsFuture Credit website ([www.skillsfuture.sg/credit](http://www.skillsfuture.sg/credit)) to choose from the courses available on the SkillsFuture Credit course directory.

Please visit [suss.edu.sg](http://suss.edu.sg) for current tuition fees and eligibility criteria for the government subsidy and SkillsFuture Mid-Career Enhanced Subsidy.

## Internet Access

All Singapore University of Social Sciences' students must have access to a computer or laptop and the Internet in order to use the electronic and website facilities, which allow access to course, academic or administrative information.

## Contact Details

Singapore University of Social Sciences  
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