

Graduate Certificates in Human Relations

The Department of Human Relations offers two graduate certificates: Helping Skills in Human Relations, and Human Resource Diversity and Development. These certificates can be taken by individuals with a bachelor's degree, or by those who have or are pursuing graduate degrees at the University of Oklahoma. All course work taken for the certificates will apply to the Master's of Human Relations (MHR). However, the certificate can be taken separately from the MHR. If you complete a certificate before you are in the MHR program, only 9 hours of the certificate coursework will count towards the MHR.

The Graduate Certificate in [Helping Skills in Human Relations](#) provides professionals in a wide variety of helping professions with the knowledge and skills to improve relationships, and to be effective and ethical helpers. Individuals who work or desire to work in helping agencies, non-profit and business organizations, government institutions, the military, schools and universities, religious organizations, athletics, advising, personnel services, hospitals, or any other setting in which helping skills are a necessity will benefit from this program.

The certificate in Helping Skills in Human Relations requires 12 hours of course work:

HR 5003 Theoretical Foundations in Human Relations
HR 5463 Counseling Skills in Human Relations
HR 5453 Ethical Issues in Human Relations Counseling
and a 3 credit hour counseling elective.

Elective options include *but are not limited to* Career Counseling, Group Counseling, Women and Mental Health, Social Justice Counseling, Violence Against Women, Counseling Approaches, Multicultural Counseling, Counseling with Diverse Populations, Psychosocial Development, Chemical Dependency, Diagnosis in HR Counseling, Crisis Intervention, Posttraumatic Stress, Family Assessment and Intervention, and Recovery from Addiction. Theoretical Foundations of Human Relations and Ethical Issues in HR Counseling are available as online classes, and some of the elective options are available online or as directed readings.

The Graduate Certificate in [Human Resource Diversity and Development](#) will help students develop the skills and knowledge needed to be successful in the contemporary workplace. Students will learn how to develop such skills as leadership and team building, and address social justice and diversity issues in such settings as private or public businesses and corporations, schools and universities, hospitals and health care agencies, and non-profit and government agencies.

The certificate in Human Resources Diversity and Development requires 12 hours of graduate course work:

HR 5143 Human Resources for Human Relations Professional
HR 5323 Organizational Behavior
HR 5053 Diversity and Justice in Organizations (previously Racial Diversity in Organizations),
and one organizational elective.

Elective options include *but are not limited to* Seminar in Leadership in Organizations, Interpersonal Skills in the Workplace, Work and Life Integration, Special Topics in Management, Women and Leadership, Work/Life Balance, Organizational Change and Development, Creative Problem Solving, Non-Profit Organizations, Women Work and the Family, Employment Mediation, Team Building, and Supervision in the Workplace. All of the required courses for this certificate and some of the elective options are available as online classes, and some of the elective options are available online or as directed readings. Therefore, this certificate can be taken 100% online.

To receive the certificate, you must be admitted to the MHR program, an HR certificate program, or any other graduate program at OU. You must complete the Graduate Certificate Program Report (GCPR) form for the [Helping Skills in Human Relations](#) or [Human Resource Diversity and Development](#) graduate certificate you wish to receive and submit it to the appropriate staff member found [here](#). *You can double count courses towards a graduate degree and a graduate certificate if you are in the MHR program. However, you cannot double count classes towards more than one graduate certificate. If you do the certificate first, be sure to enroll in the MHR degree program before you finish the last class so you can count all the classes towards the degree.*