

# Start Your Path to a Successful **Human Resources Management Career**



**Associate Degree in Human Resources Management**



**BRYAN UNIVERSITY**  
FOUNDED 1940

# A Career in Human Resources Management Offers Job Stability<sup>1</sup>...

## Career Opportunities

According to the Bureau of Labor Statistics, careers for Human Resources Assistants and Payroll Clerks are expected to add 12,600 industry job openings in the United States through the year 2032.<sup>1</sup>

**All courseware, books, and two industry certifications are included in tuition!**

## Attractive Careers & Employers

As a graduate of the Bryan University Associate Degree in Human Resources Management, you'll have the knowledge and skills to be job-ready for career opportunities<sup>2</sup> such as:

- Human Resources Assistant
- Human Resources Generalist
- Assistant Recruiter
- Benefits Assistant
- Payroll Clerk
- Administrative Services Manager
- Operations Manager

You'll lead a rewarding career in employment settings such as:

- Business consulting groups
- Federal, state, and local government agencies
- Finance and insurance firms
- Manufacturing and production facilities
- Small to large businesses

## Gain the Skills Employers Need

Bryan University's Associate Degree in Human Resources Management includes all the skills from the certificate program while covering additional topics to broaden your industry skill set. You'll learn:

- Business fundamentals & technologies
- Reporting & analyzing financial statements
- Business communications
- Microsoft Office
- Leadership & management
- Human resources management
- Employee training & development
- Employee relations
- Employee compensation, payroll, & benefits
- Business analytics
- Ethics & business law
- Preparation for HRCI's aPHR cert - one exam attempt included in tuition

## Benefits for You with Two Specialized Certifications – Included in Tuition

As a Bryan University student, you'll have the opportunity to earn certifications that are included in your program at no extra charge and will help build your resume and establish your credibility in the marketplace, including:

- Certification for the Associate Professional in Human Resources™ (aPHRTM) through HRCI
- Microsoft Excel

Bryan also provides you several valuable benefits:

- Electronic books and courseware, included in tuition
- Learning technology that helps you build skills faster and retain more knowledge
- Real-world experiences using simulated work environments
- A mastery-based learning environment that allows you to improve grades by retaking assignments based on instructor feedback
- Peer mentors, tutors, and success coaches who provide encouragement, guidance, and insight
- Live, interactive online events such as industry speakers, faculty mentoring sessions, and helpful workshops that are all recorded in case you miss the event and need to watch it later



## Attend from the Comfort of Home

At Bryan, we don't think learning online means learning alone. Connect with faculty, peers, and student support conveniently from your smart phone, tablet, or computer using Zoom, a user-friendly video app. You'll join a vibrant community who will provide support and celebrate your success along the way. You'll not only develop friends and colleagues, but you'll also build a professional network—for life.

## Earn While You Learn: Dual Enrollment Available

You can enroll in the Business Administration Certificate and a Bryan U Associate Degree concurrently. This means once you complete your certificate, you can get to work sooner while completing your associate degree. Once you complete your associate degree, you may also consider pursuing a Bachelor's Degree in Business.

# 23,600

**– Projected number of job openings for Human Resources Assistants and Payroll Clerks through the year 2032!**

## 10 More Reasons to Choose Bryan University

### 1. Tuition Lock Guarantee.

We lock your tuition rate once you enroll, plus your tuition goes down the longer you're in school. Financial aid available if you qualify.

### 2. Electronic Books, Courseware, and Certifications Included.

We provide you easy access to electronic books and courseware. Plus, we help you prepare for nationally-recognized certification exams.

### 3. Focus on Employment.

You'll graduate with a degree targeted for a specific job market and earn skills that match employers' needs.

### 4. Job Placement Assistance.

As a graduate, you'll receive career placement services, including job networking best practices, sharpening your interview skills, and creating an eye-catching resume.

### 5. Learn by Doing.

You'll develop real-world skills by completing simulated job tasks and using industry technologies.

### 6. Return for Refresher Classes.

As a graduate, you'll have the privilege of auditing previously completed courses still being taught—at no charge—to keep your skills sharp.

### 7. Accelerated Programs.

You can get started – and finish – fast.

### 8. Faculty Who Put You First.

Our faculty provide you with personalized, individual attention and support.

### 9. Welcome Kits Included.

Once you enroll, we provide you a welcome kit package to ensure you're ready to start school.

### 10. History of Excellence.

We have a 84-year track record of preparing graduates for successful careers since 1940.



<sup>1</sup>Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Human Resources Specialists, at <https://www.bls.gov/ooh/business-and-financial/human-resources-specialists.htm> (visited February 9, 2024). Also online at <https://www.onetonline.org/link/summary/43-4161.00> and <https://www.onetonline.org/link/summary/43-3051.00>. Note that job market conditions are dynamic and can change. This data is not intended to predict the market conditions that will be present when you graduate from your program and may differ based on your geographic location and other factors.

<sup>2</sup>Example occupations shown herein do not imply a guarantee of employment. Students are responsible for conducting occupational research for their chosen program. Employers have unique hiring practices and job-specific requirements, which may include years of experience for manager positions. Graduates with little to no prior experience should expect an entry-level position.

# Advance Your Career—Starting Today

Visit [www.BryanUniversity.edu](http://www.BryanUniversity.edu)  
Call 888-768-6861



Financial aid available for those who qualify.

