2021

Undergraduate Programmes

S R NATHAN SCHOOL OF HUMAN DEVELOPMENT

BACHELOR OF HUMAN RESOURCE MANAGEMENT
(PART-TIME PROGRAMME)

BACHELOR OF HUMAN RESOURCE MANAGEMENT WITH MINOR
(PART-TIME PROGRAMME)

SUSS
SINGAPORE UNIVERSITY OF SOCIAL SCIENCES
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.

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

You may pursue Human Resource Management as a single subject or in combination with a minor in Military Studies, which is geared towards SAF personnel.

Our Edge

This degree programme is the only HRM degree offered by an autonomous university in Singapore. The carefully curated programme combines essential topics in the social sciences, 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, and 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 organisational effectiveness in the modern workplace.

Why is the Singapore University of Social Sciences Unique?

Studying in the Singapore University of Social Sciences (SUSS) 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

Students are required to complete a total of 130 credit units (cu) to graduate with a basic degree, inclusive of 10 cu of SUSS Core courses. For Bachelor of Human Resource Management with Military Studies, students are to complete 80 cu of HRM courses, 40 cu of minor courses (Military Studies), and 10 cu of SUSS Core courses. All courses are 5 cu unless otherwise stated.

NSHD Core Compulsory Courses (Total 10 cu)

Level 1
- Social Emotional Learning
- Human Growth and Life-Span Development: Adulthood to Old Age

Compulsory Courses (Total 100 cu)

Level 1
- Business Skills and Management
- Statistics

Level 2
- Business Excellence
- Managerial Economics
- Essentials of Financial Management
- Human Behaviour in Organisations
- Employment Law and Industrial Relations
- Training and Development
- Work Motivation
- Team Dynamics

Level 3
- Project Management
- Total Reward Design and Management
- Human Capital Measurement
- Talent Management
- Performance Management
- Leadership Development
- Workforce Planning
- Global Human Resource
- Assessment and Selection
- Interviewing Techniques

Elective Courses\(^1\) (Choose 10 cu)

Level 1
- Introduction to Social Sciences

Level 2
- Contract and Agency Law
- Financial and Managerial Accounting
- Marketing Management
- Social Science Research Methods

Level 3
- Financial Instruments, Institutions and Markets

... and many more

Explanatory Note:
\(^1\) Please refer to the SUSS website for the latest list of elective courses offered.

For more information on our Bachelor of Human Resource Management, please visit suss.edu.sg/BHRM
Admission Criteria

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 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.

The minor courses in Military Studies may have additional requirements. Please visit suсс.edu.sg for more details.

Shortlisted applicants will be required to undergo one or more interview(s) and/or take written admission or other evaluation tests as may be prescribed by SUSS from time to time.

All applications are considered individually on merit, and the offer of admission will depend 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 suсс.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

Our tuition fees are on par with those of other local universities. The amount of course fees you pay in each semester depends on the number of courses you take in that semester. The course fees cover all study materials, classes, tutor supervision, assignments and examinations. They do not include fees for textbooks and other additional items specified by SUSS from time to time.

The Tuition Fee Subsidy (TFS) from the Singapore Government comes in the form of a tuition grant administered by the Ministry of Education (MOE) and is offered to all eligible admitted students studying for part-time undergraduate programmes at 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) to choose from the courses available on the SkillsFuture Credit course directory.

Please visit suсс.edu.sg for current tuition fees and eligibility criteria for the government subsidy and SkillsFuture Mid-Career Enhanced Subsidy.

Internet Access

All SUSS students must have access to a computer/laptop and the Internet in order to use the electronic and website facilities which allow access to course, academic and administrative information.