

## BS in Business Administration major in Human Resource Development Management

(Revised per Board Resolution No. 27, s. 2008)

Subject	Description	Unit	Pre-requisite
<b>First Year, 1<sup>st</sup> Semester</b>			
* English Plus	Critical Grammatical Structure	3	None
Accounting 1	Fundamentals of Accounting, Part 1	3	None
Management 1	Principles of Management and Organization	3	None
Marketing 1	Principles of Marketing	3	None
Math 1	College Algebra	3	None
English 1	Study and Thinking Skills	3	None
Filipino 1	Komunikasyon sa Akademikong Filipino	3	None
NSTP 1	CWTS/LTS/ROTC	3	None
P.E. 1	Physical Fitness Testing	2	None
<i>* required for students who did not qualify in the English Placement Test</i>			
<b>First Year, 2<sup>nd</sup> Semester</b>			
Accounting 2	Fundamentals of Accounting, Part 2	3	Accounting 1
Finance 1	Basic Finance	3	None
Management 2	Human Behavior in the Organization	3	Management 1
Math 3A	Mathematics of Investment	3	Math 1
*English 1	Study and Thinking Skills in English	3	English Plus
English 2	Writing in the Discipline	3	English 1
Filipino 2	Pagbasa at Pagsulat Tungo sa Pananaliksik	3	Filipino 1
NSTP 2	CWTS/LTS/ROTC	3	NSTP 1
P.E. 2	Rhythmic Activities	2	P.E. 1
<i>* for students who took English Plus in the first semester</i>			
<b>Second Year, 1<sup>st</sup> Semester</b>			
Management 3	Human Resource Management	3	Management 2
Economics 1	Principles of Economics with Land Reform and Taxation	3	None
InfoTech 1	Fundamentals of Computer Software and Applications with e-Commerce	3	None
Social Science 1	Philippine Government and Constitution	3	None
Literature 1	Philippine Literature	3	None
Natural Science 2	Physical Science	3	None

History 1	Philippine History	3	None
P.E. 3	Individual/Dual Team Sports and Games	2	P.E. 1
<b>Second Year, 2<sup>nd</sup> Semester</b>			
Economics 2	Microeconomic Analysis	3	Economics 1
Business Law 1	Law on Obligations and Contracts	3	English 2
InfoTech 2	Fundamentals of Programming & Database Theory and Application	3	InfoTech 1
Humanities 2	Art, Man and Society	3	English 2
Social Science 2	General Psychology	3	None
Rizal	Rizal's Life and Works	3	None
Natural Science 3	Biological Science	3	None
P.E. 4	Team Sports and Recreational Activities	2	P.E. 3
<b>Third Year, 1<sup>st</sup> Semester</b>			
HRDM 1	Administration and Office Management	3	Management 3
HRDM 2	Labor Laws and Legislations	3	Management 3
Elective 1		3	Management 3
Elective 2		3	Management 3
Taxation 1	Philippine Tax System and Income Taxation	3	Accounting 2
Philosophy	Introduction to Philosophy with Logic and Critical Thinking	3	None
<b>Third Year, 2<sup>nd</sup> Semester</b>			
Management 3B	Good Governance and Social Responsibility	3	Management 2
HRDM 3	Recruitment and Selection	3	HRDM 1 & 2
HRDM 4	Training and Development	3	HRDM 1 & 2
Elective 3		3	HRDM 1 & 2
Elective 4		3	HRDM 1 & 2
Social Science 5	Society and Culture with Family Planning	3	None
<b>Fourth Year, 1<sup>st</sup> Semester</b>			
HRDM 5	Compensation Management	3	HRDM 3 & 4
HRDM 6	Labor Relations and Negotiation	3	HRDM 3 & 4
Elective 5		3	HRDM 3 & 4
Management 4	Total Quality Management	3	Management 3B
Business Communication	Technical Writing in Business	3	English 2, All Business Law Subjects, 60% of Major Courses completed
<b>Fourth Year, 2<sup>nd</sup> Semester</b>			

HRDM 7	Strategic Human Resource Management	3	HRDM 5 & 6
HRDM 8	Organizational Development	3	HRDM 5 & 6
Practicum	Work Integrated Learning	6	All major subjects

Suggested Electives

- *Managerial Accounting*
- *Entrepreneurial Management*
- *Logistics Management*
- *Basic Research*
- *Global/International Trade*
- *Project Management*
- *Special Topics in Financial Management*
- *Human Resource Development Management Research*