INTRODUCTION
Xavier University offers a once-a-month weekend program leading to a Master of Science degree in human resource development (HRD). The HRD program’s goal is to develop ethical, competent, professional leaders who meet the increasing needs of organizations for individuals who can perform effectively in critical HRD roles. Designed with working adults in mind, this program gives students the chance to:
• Enhance skills and knowledge as an HRD practitioner and obtain a graduate degree.
• Begin a new career in training, organization or career development.
• Work in business, industry, private or public organizations as an internal or external HRD consultant.

HUMAN RESOURCE DEVELOPMENT
Human resource development is the integrated use of training, organization and career development efforts to improve individual, group and organizational effectiveness. HRD helps:
• Develop the key competencies that enable individuals in organizations to perform current and future jobs through planned learning activities.
• Groups within organizations to initiate and manage change.
• Ensure a match between individual and organizational needs.

Typical HRD practices include:
• Executive and supervisory/management development.
• Professional skills training.
• Technical/job instruction and coaching.
• Sales and marketing training.
• Customer service training.
• New employee orientation.
• Health and safety training.
• Organizational development consultation.

Typical HRD jobs in business, government, health care, non-profit organizations and other fields include:
• Vice president of organizational effectiveness.
• Training manager or director.
• Instructor, facilitator or trainer.
• HRD manager/specialist.
• Management development specialist.
• Career development advisor.
• Chief learning officer.
• Organization change agent or consultant.
• Program designer or coordinator.
• Blended learning designer.
• Training needs analyst and evaluator.

CLASS SCHEDULE
The HRD program is completed in 22 months. Students attend classes on campus once-a-month on weekends. Classes meet on Friday evenings, 6:30 p.m.-10:00 p.m., Saturdays, 8:00 a.m.-5:30 p.m., and Sundays, 8:00 a.m. to noon. Contact the Office of the Graduate School for a schedule of classes and fees.

A unique feature of this program is that it employs an executive approach to graduate study. You enter with a group of students who remain with you throughout your program of study.

CURRICULUM
This 30-credit, 12-course interdisciplinary program covers key competencies in HRD:
• Adult & Organizational Learning & Development
• Organizational Effectiveness & Change
• Career Development
• Assessing & Evaluating HRD Programs
• Designing HRD Programs
• Technology in HRD
• Applied HRD Research
• Facilitating Learning in HRD Programs
• Strategic Leadership & Ethics in HRD
• Trends & Issues in HRD
Xavier’s HRD program is based on adult learning principles, building on students’ strengths, knowledge and experience to bridge the gap between theory and practice. Courses are taught in a collaborative, experientially based environment by faculty who have vast experience in training, career and organization development.

Due to the comprehensive and consecutive sequence of courses, no transfer credits are accepted from other graduate programs. There is no final thesis or final comprehensive exam required, and there are no course prerequisites for the HRD program.

**ADMISSION**

Students are admitted once a year for an August class. Admission decisions are based upon a combination of information about education, test scores, experience and goals. Applications for the August class should be filed as soon as possible since space is limited. Completed applications are reviewed on a rolling basis until the class is filled.

To be considered for admission to the program, applicants must submit to the Office of the Graduate School:

- A completed online application. Go to xavier.edu/grad, click on Apply, register for an account and start your application by selecting "Human Resource Development."

- One official transcript of all undergraduate and graduate coursework from accredited colleges or universities.

- Official test score from the Miller Analogies Test (MAT), the Graduate Record Exam (GRE) or the Graduate Management Admissions Test (GMAT). The test score requirement is waived if you already possess a master’s degree.

- Current résumé of work and volunteer experience.

- One-page statement of your career goals and how the HRD program fits with them.

- Two letters from professional and/or academic references who are able to assess your potential for success in this program.

**No application is reviewed until all materials are received.**

**FOR MORE INFORMATION, CONTACT:**

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Visit the HRD program on the web at www.xavier.edu/hrd.