Business Administration - Human Resource Management Major

SCHOOL OF BUSINESS

Overview

If you're interested in people, business, and promoting inclusivity at work, the human resources (HR) field might be the right fit for you.

Our program readies you for success in this dynamic field. Whether your interest lies in recruitment, training, payroll, or other HR roles, such as a human resources assistant or manager, this program will provide you with the necessary skills and knowledge.

You will apply HR management practices to support various functions. You'll learn how to handle essential HR tasks in a real-world business.

In today's fast-paced business world, leadership and professional skills are crucial. You will develop the ability to lead and excel in dynamic environments, ensuring you're ready to adapt to any situation.

Understanding the rules and regulations governing HR is essential. You'll learn about employment law, including the laws, regulations and HR standards that employers and employees must follow.

You'll need technical knowledge and skills to make informed decisions. You'll learn how to collect and analyze data, as well as create reports. These skills are important for ensuring that HR contributes to an organization's overall effectiveness.

Throughout your two-year program, you'll be exposed to real-world scenarios and practical exercises that will help you develop the necessary skills and knowledge.You'll be ready to explore a dynamic career in human resources management, with essential skills for recruitment, training, and more.

Traits, skills and aptitudes

Those working in the human resources sector tend to be innovative, methodical, social and directive.

You need:

- integrity and good judgment
- flexibility, especially in adapting to changing priorities
- tact and diplomacy
- sensitivity
- analytical decision-making and problem-solving skills
- data literacy skills
- conflict management skills
- interpersonal and communication skills
- organizational and time-management skills
- customer service skills
- leadership skills, especially during times of change
- innovative thinking and openness to new ideas
- open-mindedness and objectivity when faced with different viewpoints
- respect for privacy and confidentiality
- the discretion to not promise what you can't deliver and always deliver what you promise.

You should enjoy coaching and counselling others, taking an organized approach to your work, and taking responsibility for projects.

SAIT program pathways

Graduates of this program with a minimum 2.3 cumulative GPA (67% or C+) may be eligible to enter our Bachelor of Business Administration program and earn their degree.

Find more details about transfer options with other postsecondary institutions under transfer agreements.

Practicum, Co-op and Work Integrated Learning

You'll have the option to participate in an integrative experience capstone project in your final semester.

If you choose a capstone project, you'll work collaboratively with students from other majors to address a challenge faced by a real local business or organization. You'll work together as a team to investigate and analyze the challenge or problem before presenting a solution to company representatives.

Accreditations, designations and certifications

You can pursue a number of designations once you graduate including:

- Certified Human Resource Professional (CHRP)
- Registered Professional Recruiter (RPR), and
- Certified Training and Development Professional (CTDP).

A degree is required in some cases.

Credentials

Upon successful completion of this program, you'll receive a SAIT Business Administration diploma with a major in Human Resource Management.

Admission requirements

Applicants educated in Canada

Applicants must demonstrate English language proficiency and meet all of the following requirements or equivalent:

- at least 50% in Math 30-1 or Math 30-2, and
- at least 50% in English Language Arts 30-1 or 60% in English Language Arts 30-2.

SAIT accepts high school course equivalents for admission for applicants educated outside Alberta.

Applicants educated outside of Canada

All applicants who were educated outside of Canada must demonstrate English language proficiency and provide proof they meet the program admission requirements with an international document assessment. Find accepted educational documents and assessment options.

SAIT may also accept courses completed at certain international post-secondary institutions.

Costs

2026/27 tuition and fees

The following costs are effective as of July 1, 2026.

The estimated total cost of tuition and fees is based on the suggested schedule of study. Following a modified schedule will impact the fees you pay per semester and may alter final costs.

Domestic Students

Year	Number of semesters	Tuition fees	Additional fees	Total per year
1	2	$6,150	$1,764.50	$7,914.50
2	2	$6,150	$1,764.50	$7,914.50

Year	Number of semesters	Tuition fees	Additional fees	Total per year
			Total cost:	**$15,829**

The estimated total cost of tuition and fees for domestic students is based on the recommended course load per year.

International Students

The program total is based on the estimated amount you will pay if you enter this program during the 2026/27 academic year. The program total amount listed on your letter of admission may appear higher. This amount is your maximum tuition guarantee for the program. SAIT will not exceed this maximum, regardless of changes in tuition and fees between academic years.

Year	Number of semesters	Tuition fees	Additional fees	Total per year
1	2	$20,400	$1,764.50	$22,164.50
2	2	$20,400	$1,764.50	$22,164.50
			Total cost:	**$44,329**

The estimated total cost of tuition and fees for international students is based on the recommended course load per year.

Books and Supplies

Books and supplies are approximately $1,000 - $1,500 per full-time year.

This is a bring-your-own-device program with a standard hardware and software requirement. See the specific requirements on our computers and laptops page.

Find your booklist on the SAIT Bookstore's website. The booklist will be available close to your start date. Can't find your program or course? The bookstore didn't receive a textbook list. Contact your program directly to determine if they're still refining course details or if you're in luck; no textbook purchase is required for that term.