

Grade	Course Title	Course #	Prerequisite	Semester(s) offered	Credits
	Principles of Management	MANAGMNT 301	None	Winter, Spring, Summer Session 1&2, Fall	3
	Human Resource Management	MANAGMNT 314	MANAGMNT 301*	Spring, Summer Session 1, Fall	3
	Organizational Behavior	MANAGMNT 330	MANAGMNT 301*	Summer Session 2, Fall	3
	Compensation Administration	MANAGMNT 334	MANAGMNT 314*	Spring	3
	Workforce Planning, Recruitment, and Selection	MANAGMNT 397W	None	Fall	3
					<b>15</b>

Click [here](#) for course descriptions and information on which semester(s) a course is offered. These courses should be done in the order above in order to have the prerequisites completed.

**Enroll**



Sign up for classes at [University Without Walls](#)

**Activate your enrollment appointment**

- Every semester you must log into [SPIRE](#) and activate your **self-enrollment appointment**
  - From the SPIRE Menu navigate to **Enrollment > Summer/Wtr/Non-deg Enroll Appt**
  - Review all information and then press **Request CPE Enrollment Appointment**
- Select your classes, noting the 5-digit class number(s). For Isenberg classes go to [UG Online – Browse Courses](#), find course and ‘view details’ for the 5-digit class number.
- [Register](#) for your course using the 5 digit class number.
  - In the SPIRE Menu, go to **Enrollment > Add Classes**.
  - On the **Add Classes to Shopping Cart** page, check that the term is the one you want. Enter the 5-digit class number in the **Enter Class Nbr field**, click enter and the class appears in your Shopping Cart.
  - To enroll in the classes in your Shopping Cart, select the class(es) you want to enroll in and click the enroll button.
  - The **Confirm classes** page opens, click **Finish Enrolling** and then the results page indicates your enrollment in a class.

**Taking your last class?**

Once you've completed the course requirements for your certificate program, please [email](#) us and once we've verified that you've taken the required courses and received a C or better, your certificate will be processed and mailed to you.

**Get in touch**

Learn more about the certificate program and get in touch with your advisor.

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