

DIPLOMA IN HUMAN RESOURCE MANAGEMENT (CODE - 822)

Introduction

A Diploma in Human Resource Management (HRM) is designed to equip learners with the knowledge, skills, and competencies required to effectively manage people within organizations. In today's dynamic and competitive work environment, human resources are considered the most valuable asset of any organization. Efficient management of this resource plays a crucial role in achieving organizational goals and sustaining growth.

The programme provides a comprehensive understanding of key HR functions such as recruitment and selection, training and development, performance management, compensation and benefits, employee relations, and labour laws. It also emphasizes the development of interpersonal skills, ethical practices, and strategic thinking necessary for handling diverse workforce challenges.

This diploma is suitable for aspiring HR professionals, social workers, managers, and individuals seeking to enhance their capabilities in managing human capital across various sectors.

Objectives

1. To provide foundational and practical knowledge of HRM.
2. To develop skills in recruitment, selection, and training.
3. To understand labour laws and industrial relations.
4. To enhance managerial, communication, and leadership skills.
5. To prepare students for employment in HR departments, consultancies, and corporate sectors.

Unique Features

The programme will involve experienced practitioners from the field who will offer regular guidance and instruction. Their engagement will facilitate experiential learning by enabling students to benefit from shared professional experiences and practice-based knowledge.

Opportunities

Opportunities are available in corporate organizations, NGOs, government agencies, and consultancy firms. The roles in above sectors are HR Executive, Recruitment Coordinator, Training and Development Officer, Payroll Assistant, and HR Generalist. With experience, they can advance to positions like HR Manager, Talent Acquisition Specialist, or Employee Relations Manager.

Programme Details



Duration : 1 Year Diploma Programme(Two Semesters)
Semester I : November 2026 to April 2027
Semester II : May 2027 to October 2027
Eligibility : Graduate in any discipline from a recognized university.

Fee Structure :

Tuitions	Admission	Exam	Eligibility	Library	Laboratory / Practical	Total
14000	1000	1500	1000	500	2000	20000

Evaluation : Semester Pattern, 50% Internal Assessment, 50% External Assessment, 50% Passing.

COURSE STRUCTURE

MINIMUM PASSING MARKS 50% FOR EACH SUBJECT

Semester I

Sr. No	Course Code	Course Name	Category	Credit		Theory Marks		Practical Marks		Total Marks
				Theory	Practical	External	Internal	External	Internal	
1.	82226101	Principles and Practices of Management	Core	4	-	50	50	-	-	100
2.	82226102	Organizational Behaviour	Core	4	-	50	50	-	-	100
3.	82226103	Fundamentals of Human Resource Management	Core	4	-	50	50	-	-	100
4.	82226104	Business Communication & Professional Skills	Core	4	-	50	50	-	-	100
5.	82226105	Filed Work	Core	-	6	-	-	50	50	100
Total Courses = 05			Total	16	6	200	200	50	50	500

Programme Details



Semester II

Sr. No	Course Code	Course Name	Category	Credit		Theory Marks		Practical Marks		Total Marks
				Theory	Practical	External	Internal	External	Internal	
1.	82226201	Recruitment and Selection Management	Core	4	-	50	50	-	-	100
2.	82226202	Training and Development	Core	4	-	50	50	-	-	100
3.	82226203	Performance Management System	Core	4	-	50	50	-	-	100
4.	82226204	Labour Laws and Industrial Relations	Core	4	-	50	50	-	-	100
5.	82226205	Filed Work	Core	-	6	-	-	50	50	100
Total Courses = 05			Total	16	6	200	200	50	50	500