

BACHELOR OF APPLIED HUMAN SERVICE ADMINISTRATION

Faculty of Health and Community Studies
Department of Human Services and Early Learning
MacEwan.ca/HSA (<https://MacEwan.ca/HSA>)

Bachelor of Applied Human Service Administration (BAHSA) is a distance-delivered program designed for individuals working in the health or human service field who hold, or strive to hold, supervisory or management positions. Distance study makes the program accessible to students regardless of geographic location and provides the flexibility to balance studies with professional and family responsibilities. Students access their course material and readings online and become part of a virtual community of learners. Faculty guide student learning through online class discussions and activities.

The curriculum includes theory in administration, with an emphasis on leadership, supervision and management. Studies include human, financial and physical resource management, managing change, communication, community-based practice, research practices and trend and issue analysis. Assignments are practical in nature and generally involve the application of theory to the student's workplace. Building on a previous diploma or degree, the program consists of ten 3-credit theory courses and two 15-credit directed field studies. Students may complete the directed field studies in their current workplace or in an appropriate agency. Study may be full or part-time. Students have six years to complete the program; however, it may be completed in as little as three years.

Career Potential

BAHSA graduates are employed in managerial roles in a wide variety of agencies including early learning, child and youth care, community living, human ecology, addictions, corrections, social work, rehabilitation, non-profit/voluntary sector, health care, gerontology and related fields. BAHSA graduates have the knowledge, management skills and confidence to manage a dynamic staff of practitioners, work with boards, be an effective human service leader, and still serve the clients and families at the heart of their organization.

Transferability

Internal Opportunities

Graduates from a two-year diploma in a human service or related field may be eligible for admission to the Bachelor of Applied Human Services Administration program. These include MacEwan University diplomas such as Child and Youth Care, Early Learning and Child Care, Social Work, and Police and Investigations. Students are advised to consult a program advisor in the Bachelor of Applied Human Services Administration program for specific admission requirements.

External Opportunities

All courses completed for the Bachelor of Applied Human Service program are credit courses and may be transferable individually toward further study at other Alberta institutions. For current, detailed information on individual course transferability, refer to the Learner

Pathways System at www.transferalberta.ca or contact the receiving institution directly.

Contact Information

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Toll-free: 1-888-497-4622 ext. 5569
E: hsa@macewan.ca

PROGRAM OFFICE

Robbins Health Learning Centre
Room 9-414, 10910 - 104 Avenue
Edmonton, AB T5J 4S2
T: 780-497-5157

Categories of Admission

Applicants may be admitted to the following:

Regular Admission

To be evaluated through the Office of the University Registrar

Applicants must have:

- a two-year diploma that includes a three-credit post-secondary English course

OR

- a minimum of 60 credits from a recognized post-secondary institution with an Admission Grade Point Average (AGPA) of 2.0 or better on a 4.0 scale that includes a three-credit post-secondary English course.

Additional Admission Criteria

All applicants must meet the following:

1. English Language Proficiency

To be evaluated through the Office of the University Registrar

Applicable to all admission categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in MacEwan University's Academic Calendar or online at MacEwan.ca/ELP (<https://MacEwan.ca/ELP>).

Program of Study

Course	Title	Credits
Year III		
HSAD 300	The Human Service Administrator	3
HSAD 305	Interpersonal Communication Skills for Human Service Administrators	3
HSAD 310	Managing Human Resources	3
HSAD 315	Managing Financial Resources in Human Service Agencies	3
HSAD 325	Research Practices in Human Service	3
HSAD 330	Managing Physical Resources in Human Service Agencies	3
HSAD 335	Managing Change in Human Service Agencies	3
HSAD 345	Community-Based Practice in Human Service Agencies	3
HSAD 350	Trends and Issues in Human Service Administration	3

Elective		3
	Credits	30
Year IV		
HSAD 459	Directed Field Study in Human Service Administration I	15
HSAD 499	Directed Field Study in Human Service Administration II	15
	Credits	30
	Total Credits	60

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

Program Standards

Learners admitted to this program are presumed to be capable of fulfilling the academic requirements of their program with, if applicable, provision of reasonable accommodation. The reasonable accommodation of students with disabilities shall not require the University to lower its standards, academic or otherwise, nor shall it relieve a student of the responsibility to develop and demonstrate the essential skills and competencies expected of all students pursuing the program (policy E3400, Students with Disabilities).