

SCHULICH - TRANSFER CREDITS

Schulich-Masters certificate in Municipal Leadership		
Compulsory Courses	Twelve (12) Compulsory Credits	Course Equivalency
FSMC 001	Public Safety Leadership	S1
FSMC 002	Municipal Budgeting and Finance	
FSMC 003	Public Administration	S2
FSMC 004	Legislation	
FSMC 005	Effective Communication and Report Writing	
FSMC 006	Human Resources Management	S3
FSMC 007		S4
FSMC 008	Strategic Management	S5
FSMC 009	Employee Wellness	
FSMC 010	Health and Safety	
FSMC 011	Career Management	
FSMC 012	Recruitment, Selection and Talent Management	
Elective Courses	Six (6) Elective Credits	
FSMC 021	Fire Prevention and Public Education for Fire Service Officers	
FSMC 022	Basic Emergency Management	
FSMC 023	Managing Multiple Emergency Responses	
FSMC 024	Project Management + Procurement	S6
FSMC 025	Personal Management Skills	
FSMC 026	Change Management	S3
FSMC 027	Dispute Resolution Skills	
FSMC 028	Negotiation Skills	S4
FSMC 029	Performance Management	
FSMC 030	Communication Skills	S5
FSMC 031	Fire Service Technology	
FSMC 032	Introduction to Research Methods	
**Humber College will allow a maximum of 13 transfer credits or PLAR Credits (combined) to be applied to the Fire Service Executive Management Certificate **		

Course legend for Schulich courses

Code	Schulich Module	Humber equivalent course
S1	Essential Skills for Municipal Managers	FSMC 001
S2	Achieving Operational Excellence	FSMC 003
S3	Public Sector Advancements	FSMC 006
S4	Public Sector Advancements	FSMC 007
S5	Achieving Operational Excellence	FSMC 008
S6	Achieving Operational Excellence	FSMC 024
S3	Public Sector Advancements	FSMC 026
S4	Public Sector Advancements	FSMC 028
S5	Public Sector Advancements	FSMC 030

Special Notes about Transfer Credits:

1. Please fill in a separate Transfer Credit application for each course you wish to be exempted from. Please submit all forms at the same time.
2. An official transcript from your previous institution is required. We will not accept unofficial transcripts. If a transcript is not sealed by the sending institution, we cannot accept the transcript. Please have your institution send the transcript directly to you so that you can submit it with your application.
3. Personal Cheques will not be accepted. Certified cheques and major credit cards are accepted. If you wish to pay by credit card please note this on your form and a representative will call you to collect the payment once your application package has been received.
4. Transfer credit application packages cannot be emailed, they must be mailed to the address listed on the form or dropped off at the Lakeshore Campus Registration Office.
5. Students must have achieved a minimum grade of 60% or better or equivalent.
6. Transfer Credits will only be accepted for courses taken within the last 5 years. Courses taken more than 5 years ago may still be eligible for advanced standing. Students must follow the PLAR process. For more information go to: <http://www.oafc.on.ca/sites/default/files/uploads/Humber/For%20PLAR%20not%20listed.pdf>
7. Transfer Credit application processing can take 4-6 weeks to be completed.

Payment Details:

The charge for processing transfer credits is \$25.00 for one course, \$50.00 for two courses, and \$75.00 for three or more courses when submitted at the same time. The charge for processing transfer credits is non-refundable, regardless of the result of the application and actual courses granted an exemption.

ARE YOU READY TO APPLY: Download the transfer Credit application form

<http://humber.ca/assets/files/pdfs/TransferCreditApplicationFormOct12.pdf>

For questions please contact the Humber Fire Services Executive Management program coordinator:

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