

Bachelor of Science Occupational and Technical Studies with a Major in Training Specialist (BS)

Unlock your potential in the \$350 billion global training and development industry with the Training Specialist major! Gain the expertise necessary to become a training and organizational development specialist by creating value-added training solutions that drive talent development and enhance organizational performance. Develop skills in training and development program design, delivery, and evaluation; creative problem-solving, leadership, communications technology, and management. Explore and enhance your career opportunities in business, industry, healthcare, government, the military, and higher education. A minor in Training and Development and a certificate in Industrial Training are also available. Join us and launch your career today!

Career Highlights

- 12% projected job growth far exceeds the 5% national average; \$65,000 starting; \$125,000 with five years of experience (Bureau of Labor Statistics Occupational Handbook, 2024)
- Careers include corporate trainer, training and development specialists, instructional designer, talent development and recruiter, and human resources specialists, consultant, training and development manager, and chief learning officer.

Major Highlights

- An accelerated plan of study is available. Complete the Bachelor of Science degree in 1.3 years as a 60+ hour transfer student.
- Complete the major at your own pace, full-time or part-time.
- Self-paced and instructor-led courses
- Built-in OSHA certification
- A.S. and A.A.S community college credits accepted
- Transfer friendly (prior course work likely meets elective requirements)
- Military friendly (JST, CLEP, and DSST credits accepted)
- Air University Associate to Baccalaureate Cooperative (AU-ABC) partner
- U.S. Armed Forces Military Pathways
- Courses based on cutting-edge research conducted by ATD, SHRM, AHRD
- Developing employ-based educational programs

Graduation Qualifications

To graduate, students need to earn at least a 2.0 GPA overall and in their major. In addition to meeting other requirements of the University, students must earn a minimum of 25 percent of the total number of credits required for the degree (for example, 30 credits in a 120-credit degree program) through on- or off-campus instruction.

Accelerated Plan-of-Study Based on a Transfer of 60+ Hours

Please see the Degree Program Guide area for additional information.

- 60 hours remaining (120 hours total required for degree completion)
- 34 hours STEM/SEPS courses
- 6 hours Upper Division General Education
- 20 hours of a combination of remaining required courses and electives
- 4 semesters to completion (3 academic semesters plus 1 summer term)

Requirements

Lower-Division General Education

Written Communication (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#written)	6
Oral Communication (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#oral)	3
Mathematics (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#math)	3
Language and Culture (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#language)	0-6
Information Literacy and Research (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#information)	3
Human Behavior (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#behavior)	3
Human Creativity (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#creativity)	3
Interpreting the Past (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#interpret)	3
Literature (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#literature)	3
Philosophy and Ethics (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#philosophy)	3
The Nature of Science (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#nature)	8
Impact of Technology (http://catalog.odu.edu/undergraduate/requirements-undergraduate-degrees/#impact)	3

Written Communication: Grade of C or better required in both courses

Oral Communication: met in the major by HMSV 339

Information Literacy and Research: STEM 251G required

Human Creativity cannot be met by SEPS 223A

Human Behavior: ECON 200S required; cannot be met by SEPS 203S

Impact of Technology: satisfied by STEM 370T in the major

Upper-Division General Education

- Option A. Approved Disciplinary Minor (a minimum of 12 hours determined by the department) or second degree or second major
- Option B. Interdisciplinary Minor (specifically 12 hours, 3 of which may be in the major)
- Option C. An approved Certification Program such as teaching licensure
- Option D. Two Upper-Division Courses from outside the College of Education and Professional Studies and not required by the major (6 hours)

Requirements for Graduation

Requirements for graduation include the following:

- Minimum of 120 credit hours.
- Minimum of 30 credit hours overall and 12 credit hours of upper-level courses in the major program from Old Dominion University.
- Minimum overall cumulative grade point average of C (2.00) in all courses taken.
- Minimum overall cumulative grade point average of C (2.00) in all courses taken toward the major.
- Minimum overall cumulative grade point average of C (2.00) in all courses taken toward a minor.
- Completion of ENGL 110C, ENGL 211C or ENGL 231C, and the writing intensive (W) course in the major with a grade of C or better. The W course must be taken at Old Dominion University.
- Completion of Senior Assessment.

Training Specialist Major

This major is designed to prepare students as training specialists who design, develop, and present training in business and industry. The major is also available through ODUGlobal. On approval of the program leader, select business-related technical content areas from the community college can satisfy 30 hours of technical content for this major. Requirements are as follows:

General Education		
Complete lower-division requirements		35-41
Complete upper-division requirements (minimum of 6 credit hours)		6
Technical Content Courses		
ACCT 201	Principles of Financial Accounting	3
HMSV 339	Interpersonal Relations	3
MGMT 325	Contemporary Organizations and Management	3
MGMT 330	Organizational Behavior	3
or MGMT 340	Human Resource Management	
MKTG 311	Marketing Principles and Problems	3
PSYC 201S	Introduction to Psychology	3
PSYC 303	Industrial/Organizational Psychology	3
SEPS 302	Workforce Supervision Management	3
SEPS 389	Education and Training of Adults	3
SEPS 400	Instructional Systems Development	3
SEPS 402	Instructional Methods in Occupational Studies	3
SEPS 405	Directed Work Experience	4
SEPS 450	Assessment, Evaluation and Improvement	3
SEPS 481	Career and Professional Development	3
STEM 350	Communication Technology Processes	3
or STEM 351	Communication Technology	
STEM 365	Safety and OSHA Certification	3
STEM 370T	Technology and Society (Writing Intensive)	3
*		
Electives		
Training Electives **		21
Elective Credit		6
Total Credit Hours		120-126

- *

**
- Grade of C or better required

Consult the departmental advisor for a list of approved courses used to meet this requirement.

Elective credit may be needed to meet the minimum of 120 credits required for the degree.

Degree Program Guide

The Degree Program Guide is a suggested curriculum to complete this degree program in four years. It is just one of several plans that will work and is presented only as broad guidance to students. Each student is strongly encouraged to develop a customized plan in consultation with their academic advisor. Additional information can also be found in Degree Works.

Training Specialist Major

Course	Title	Credit Hours
Freshman		
Fall		
ENGL 110C	English Composition (C or better required)	3
Mathematics		3
Elective or Foreign Language (if required)		3

STEM 251G	Computer Literacy: Communication and Information	3
PSYC 201S	Introduction to Psychology	3
Credit Hours		15
Spring		
Literature		3
Elective or Foreign Language (if required)		3
Human Creativity (cannot be met by SEPS 223A)		3
Philosophy and Ethics		3
ECON 200S	Basic Economics	3
Credit Hours		15
Sophomore		
Fall		
Nature of Science I		4
ENGL 211C or ENGL 231C	Writing, Rhetoric, and Research or Writing, Rhetoric, and Research: Special Topics	3
Interpreting the Past		3
ACCT 201	Principles of Financial Accounting	3
Training Elective		3
Credit Hours		16
Spring		
Nature of Science II		4
Training Elective		3
Training Elective		3
Training Elective		3
Credit Hours		13
Junior		
Fall		
MKTG 311	Marketing Principles and Problems	3
MGMT 330 or MGMT 340	Organizational Behavior or Human Resource Management	3
SEPS 302	Workforce Supervision Management	3
MGMT 325	Contemporary Organizations and Management	3
HMSV 339	Interpersonal Relations	3
Credit Hours		15
Spring		
SEPS 389	Education and Training of Adults	3
SEPS 400	Instructional Systems Development	3
SEPS 450	Assessment, Evaluation and Improvement	3
STEM 351 or STEM 350	Communication Technology or Communication Technology Processes	3
PSYC 303	Industrial/Organizational Psychology	3
Credit Hours		15

Summer		
SEPS 405	Directed Work Experience	4
Credit Hours		4
Senior		
Fall		
SEPS 402	Instructional Methods in Occupational Studies	3
STEM 365	Safety and OSHA Certification	3
STEM 370T	Technology and Society (writing intensive; C or better required)	3
Training Elective		3
Upper-Division General Education		3
Credit Hours		15
Spring		
SEPS 481	Career and Professional Development	3
Upper-Division General Education		3
Training Elective		3
Training Elective		3
Credit Hours		12
Total Credit Hours		120

Training Specialist Major Accelerated Guide*

Course	Title	Credit Hours
First Year		
Fall		
1st 8 Weeks		9
STEM 251G	Computer Literacy: Communication and Information	
SEPS 302	Workforce Supervision Management	
SEPS 400	Instructional Systems Development	
2nd 8 Weeks		9
STEM 370T	Technology and Society	
SEPS 402	Instructional Methods in Occupational Studies	
Other required course or elective		
Credit Hours		18
Spring		
1st 8 Weeks		9
STEM 351	Communication Technology	
SEPS 481	Career and Professional Development	
Other required course or elective		
2nd 8 Weeks		9
SEPS 389	Education and Training of Adults	
Upper Division General Education I		
Other required course or elective		
Credit Hours		18

Summer		
STEM 365	Safety and OSHA Certification	3
SEPS 405	Directed Work Experience **	4
Other required course or elective		3
Other required course or elective		3
Credit Hours		13
Second Year		
Fall		
1st 8 Weeks		9
SEPS 450	Assessment, Evaluation and Improvement	
Upper Division General Education II		
Other required course or elective		
2nd 8 Weeks		2-3
Other required course or elective (if needed)		
Credit Hours		11-12
Total Credit Hours		60-61

- * Permission required to take over 18 hours per semester. This plan assumes at least 60 credits have been transferred in to Old Dominion University.
- ** SEPS 405 is a 4-hour course that is offered in a 12-week Session 1 format. Courses taken in Winter Term and Maymester do not count toward Summer hours.

BA or BS to MBA (Master of Business Administration) Linked Program

The linked BA/MBA or BS/MBA program is an early entry to the MBA program of study. The early-entry program is designed for well qualified non-business undergraduate ODU students to start their MBA program prior to completing their undergraduate degree. Well qualified non-business undergraduate students may take MBA-level courses as early as three semesters prior to graduation and count up to 12 graduate credits toward their undergraduate degree. Students participating in the early-entry program must earn a minimum of 150 credit hours (120 discrete credit hours for the undergraduate degree and 30 discrete credit hours for the graduate degree). Early-entry program students should carefully consider their undergraduate degree program requirements when planning their course of study. Students in the early-entry program work in close consultation with the MBA Program Office and should refer to information in the Strome College of Business section in the graduate catalog (<http://catalog.odu.edu/graduate/stromecollegeofbusiness/>) to develop an individualized plan of study based on the required coursework.

BA or BS to MPA (Master of Public Administration) Linked Program

The linked BA/MPA or BS/MPA program provides qualified Old Dominion University undergraduate students with the opportunity to earn a master's degree in public administration while taking credits in the MPA program as an undergraduate student. The program is designed for highly motivated students with the desire to immediately continue their education after the bachelor's degree. The program is especially relevant to individuals seeking to work (or currently working) in the public or non-profit sectors, but is suitable for students from any undergraduate major. Graduate courses may be taken during the fall and spring semester of the student's senior undergraduate year. Up to 12 graduate credits can count toward both the undergraduate and graduate degree and can meet upper-level General Education requirements. After receiving the undergraduate degree, a student will continue with the MPA program, taking MPA courses until completing the required 39 credit hours. Students in the linked program

must earn a minimum of 150 credit hours (120 discrete credit hours for the undergraduate degree and 30 discrete credit hours for the graduate degree).

Requirements for admission to the graduate program can be found in the School of Public Service section of the Graduate Catalog (<http://catalog.odu.edu/graduate/business/public-service/>). For additional information, please contact the School of Public Service in the Strome College of Business.