

# Certificate in Hospitality

18 – 19 credit hours

## CERTIFICATE IN HOSPITALITY

The Certificate in Hospitality will be awarded upon successful completion of required and elective courses in this specialty area. The certificate program is structured for the non-traditional student who is currently employed in some aspect of the Hospitality Industry. Coursework will increase professionalism while enhancing opportunities for upward mobility within the industry. Courses in the certificate program provide the student with the knowledge, skills, and hands-on experiences required for work in restaurants, hotels, institutions, casinos, tourism venues and private clubs. The certificate can be pursued part time and may be accomplished within one year.

## WHAT YOU CAN DO AFTER THIS CERTIFICATE

- Have a basic understanding of the foundations of hospitality management.
- Be familiar with financial, organizational, marketing, and human resources aspects of the industry.
- Have the ability to integrate theory and practice.
- Be able to help your employer improve customer services.
- Acquire a taste for life long learning.

## CERTIFICATE REQUIREMENTS-18 OR 19 CREDITS\*

Completion of the following 5 course:

- |                       |   |
|-----------------------|---|
| ___ HTM 141-3 credits | Financial Accounting for the Service Industries       |
| ___ HTM 212-3 credits | HTM Organization and Management                       |
| ___ HTM 231-3 credits | Hospitality & Tourism Marketing                       |
| ___ HTM 301-1 credit  | Practicum in Hospitality                              |
| ___ HTM 312-3 credits | Human Resources Management for the Service Industries |

**AND**

Completion of **two** courses in **one** of the six following areas:

1. Restaurant Management: F&N 203 (Foods), HTM 314 (Franchising), HTM 322 (Facilities), or HTM 491 (Beverages).
2. Hotel Management: HTM 181 (Lodging Management), HTM 322 (Facilities), HTM 331 (Conventions), or HTM 491 (Beverages).
3. Institutional Management: F&N 203 (Foods), HTM 191 (Sanitation), HTM 322 (Facilities), or HTM 361 (Institutional Services).
4. Tourism Management: HTM 331 (Conventions), HTM 371 (Tourism), HTM 372 (Travel Geography) or SPAN 106 (Business Spanish).
5. Casino Management: HTM 181 (Lodging Management), HTM 316 (Casino Operations), HTM 341 (Cost Controls), or HTM 491 (Beverages).
6. Private Club Management: HTM 315 (Club Management), HTM 322 (Facilities), HTM 331 (Conventions), or HTM 491 (Beverages).

\* Grade of "C" or above required in all courses and for any substitutions.

Revised: 3-8-07



Student \_\_\_\_\_

PUC ID # \_\_\_\_\_