

## PROGRAM OF STUDY

### Hospitality Management Certificate of Achievement

A study in Hospitality Management offers practical and theoretical knowledge of management of hotel staff, upkeep and sanitary standards of hotel facilities, customer service, marketing, sales, accounting, purchasing, production and operations. Students will gain a global perspective of the Hospitality industry and an opportunity to understand the legal and ethical considerations affecting organizations in the industry. Students completing the Certificate of Achievement in the Hospitality Management program will expand their knowledge of the fundamentals of operations in Hospitality as preparation for entering or advancing in the workforce.

<b>REQUIRED CORE: Complete the following courses (15 Units)</b>		<b>Units</b>
BUS M30	Introduction to Business	3
HOSP M100	Introduction to Hospitality	3
HOSP M120	Hospitality Cost Control	3
HOSP M130	Introduction to Food and Beverage Management	3
HOSP M140	Introduction to Hotel Management	3

<b>List A: Select and complete one course from the following (3 units)</b>		<b>Units</b>
ACCT M01	Introduction to Accounting	3
ACCT M110	Financial Accounting	3
BUS M31	Introduction to Management	3
BUS M32	Entrepreneurship and Small Business Management	3
BUS M33	Business Law	3
BUS M35	Sales Techniques	3
BUS M37	Marketing	3
BUS M39	Business Communication	3
ECON M201	Principles of Microeconomics	3
NTS M01	Introduction to Nutrition Science	3
NTS M20	Essentials of Food Safety	3

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<b>Total Units</b>	<b>18</b>
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