

Archived: October 11, 2018

## **Tourism, Recreation and Hospitality Programs**

# **Hospitality Management Diploma**

**Location Offered:**

Nanaimo

**Credential:**

Diploma

**Options:**

Co-op

**Program Length:**

2 Years

## **The Program**

Students interested in the diploma must apply to the Bachelor of Hospitality Management. Prior to completion of their first year, students must indicate their interest in exiting with their Hospitality Management Diploma. Upon successful completion of the first two years (60 credits including co-operative work placements and fulfillment of diploma completion requirements), students will be eligible to receive the Hospitality Management Diploma.

The two-year Hospitality Management diploma develops the learner's knowledge and skills required to build a successful hospitality career. The students acquire their hospitality knowledge through a blend of classroom learning, and experiential activities in an on-campus dining room, in teaching kitchens and participation in special events. Finally, students are required to complete two paid co-operative work placements where they apply their learning at resorts throughout British Columbia and Alberta.

This two year diploma program is designed to prepare students for a wide range of supervisory and management positions in the tourism industry. Students examine management from behavioural, functional, situational and systems perspectives. The unique applications of management to service organizations are a focal point of the program. Students are encouraged to explore and develop their individual leadership styles in the management labs offered in the program. Since the marketing concept forms the basis for developing management practices used in the tourism industry, the marketing/management relationship is studied in detail.

The primary role of the diploma is to prepare students initially for entry level positions and eventually middle management positions in the tourism industry.

## **Program Outline**

<b>Year 1 - Fall Semester</b>	<b>Credits</b>
HOSP 101 - (Preparation for Co-op Education Placement I)	1
HOSP 110 - (Intro to Hospitality and Tourism)	3
HOSP 130 - (Lodging Organizations and Operations)	3
HOSP 161* - (Dining Room Operations)	3
ENGL 115 - (University Writing and Research)	3
HOSP 185 - (Leadership Skills for Hospitality Professionals)*	3
<b>Total Credits</b>	<b>16</b>

\* Courses run September to April.

<b>Year 1 - Spring Semester</b>	<b>Credits</b>
HOSP 120 - (Accounting Principles)	3
HOSP 180 - (Principles of Services Management)	3
HOSP 165 - (International Hospitality and Resort Operation)	3
HOSP 131 - (Property Management Systems)	3
HOSP 133 - (Beverage Theory)	3
<b>Total Credits</b>	<b>15</b>

<b>Year 1 - Intersession</b>	<b>Credits</b>
HOSP 102 - (Cooperative Education Placement I)	9
<b>Total Credits</b>	<b>9</b>

<b>Year 2 - Fall Semester</b>	<b>Credits</b>
HOSP 201 - (Preparation for Co-operative Education Placement II)	1
HOSP 215 - (Principles of Services Marketing)	3
HOSP 225 - (Financial Control Systems)	3
HOSP 240 - (Principles of Food Production)	3
HOSP 251* - (Dining Room Management)	3
HOSP 282 - (Human Resource Management)	3
<b>Total Credits</b>	<b>16</b>

\* Courses run September to April.

<b>Year 2 - Spring Semester</b>	<b>Credits</b>
HOSP 205 - (Hospitality Financial Management)	3
HOSP 241 - (Food Service Management)	3
HOSP 230 - (Law and Ethics)	3
ECON 100 - (Intro to Economics)	3
ENGL 204 - (Business and Technical Writing) (effective September 2012) or, ENGL 225 - (Business and Technical Writing) (prior to September 2012)	3
<b>Total Credits</b>	<b>15</b>

<b>Year 2 - Intersession</b>	<b>Credits</b>
HOSP 202 - (Cooperative Education Placement)	9
<b>Total Credits</b>	<b>9</b>

## Completion Requirements

To be awarded the diploma, students must pass all 100 and 200 level program courses with an overall Grade Point Average (GPA) of a "C+" or better, perform satisfactorily in two (2) required cooperative education work placement activities, and

fulfill all diploma completion requirements.

Beyond satisfying the academic requirements necessary for graduation, all students must obtain three completion requirements: Foodsafe 1, Foodsafe 2, and WHMIS.

**Note:** Foodsafe Level I and WHMIS certificates are offered through the following organizations:

- Professional Development and Training at VIU:
  - Foodsafe, WHMIS: Nanaimo/Parksville Campus
  - Foodsafe, WHMIS: Cowichan Campus

## **Admission Requirements**

Enrollment in this program is limited. Students who meet or exceed the minimum admission requirements may not be necessarily be admitted to the program.

- General admission requirements apply.
- English 12 with minimum "C+" grade or equivalent.
- A minimum "C+" grade in one of Principles of Mathematics 11, Applications of Mathematics 11, Foundations of Mathematics 11, Pre-calculus 11, or equivalent. A mathematics assessment and placement examination is available for applicants without this admission requirement.

## **Continuing Requirements/Minimum Sessional Grade Point Average**

Students must maintain a minimum passing grade in all courses with an annual Grade Point Average (GPA) of "C+" or better in all non-elective courses.

Students who fail to maintain this standard will be placed on academic probation for the following academic year. If the standards are not attained during the probationary year, the student will be asked to withdraw from the program for a minimum period of one academic year. The student may apply for reinstatement after the withdrawal period, subject to available space.

## **Co-operative Education:**

Under the co-operative education format, the paid co-operative education experiences are integrated into the total curriculum. Students will benefit from the co-operative education experience by:

- relating academic study more effectively to the field of practice;
- developing a clearer career focus;
- gaining valuable practical experience;
- being able to finance a larger portion of their education.

Co-operative placements are typically from May to September. Access to co-operative education placements is based on student's GPA (minimum of 2.33 ("C+") is required) and their willingness to work as a team member with faculty and co-operative education staff to find appropriate placements. Students must complete the co-op term after first year, before continuing with the second year of the program.

## **Career Opportunities**

Graduates of this program hold positions in hotels and resorts, golf and country clubs,

restaurants, convention centres, ski resorts and large food service companies providing management services to hospitals, universities and airlines. Specific positions available to graduates in hotels and resorts may include rooms division manager, marketing manager, food and beverage manager and general manager. In convention centres, positions in convention planning, marketing and food and beverage management may be available. Golf and country clubs may offer positions in food and beverage management and club management.

## **Start Date and Application Deadline**

The program starts in September and has a limited intake in January, if seats are available. Applications are accepted between the first business day in October, and March 31. This is a competitive application program. For further information regarding late applications and program contacts check the Program Availability List.

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