

**HOSPITALITY HOTEL OPERATIONS
CERTIFICATE****PROGRAM PLANNING GUIDE**

			Hours Per Week			
Course Number		Course Title	Class	Lab	Work/ Clinical	Credit
<u>FALL SEMESTER First 8 Week</u>						
HRM	110	Introduction to Hospitality & Tourism	3	0	0	3
CUL	110	Sanitation & Safety	2	0	0	2
HRM	245	Human Resources Management-Hosp	3	0	0	3
<u>FALL SEMESTER Second 8 Week</u>						
HRM	120	Front Office Procedures	3	0	0	3
HRM	210	Meetings & Event Planning	3	0	0	3

TOTAL COMPLETION REQUIRMENT 14 SEMESTER CREDIT HOURS