



2024*SP*C25110H1

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

				<u>Hours Per Week</u>		
Course Title			Class	Lab	Work	Credit
<u>FIRST SEMESTER</u>						
HRM	110	Intro to Hosp & Tourism	3	0	0	3
HRM	120	Front Office Procedures	3	0	0	3
HRM	210	Meetings & Event Planning	3	0	0	3
Total Semester Hours						9
<u>SECOND SEMESTER</u>						
CUL	110	Sanitation and Safety	2	0	0	2
HRM	245	Human Resource Mgmt-Hosp	3	0	0	3
Total Semester Hours						6

TOTAL COMPLETION REQUIREMENT 14 SEMESTER HOURS CREDIT

THIS PROGRAM PLANNING GUIDE IS FOR ADVISING PURPOSES AND IS SUBJECT TO CHANGE. ONLY THE REGISTRAR CAN
CLEAR STUDENTS FOR GRADUATION.