**HOSPITALITY HOTEL OPERATIONS
CERTIFICATE**

PROGRAM PLANNING GUIDE

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

TOTAL COMPLETION REQUIRMENT 14 SEMESTER CREDIT HOURS

Date Revised: April, 2017
POS Start Date: 2017*FA
Revisions: Name Change
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