



## HOSP – Hospitality Management Diploma

### Business

**Effective Term & Year:** Fall 2022

**Program Outline Review Date:** 2027-09-01

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**Program Area:** Tourism, Recreation, & Hospitality

#### **Description:**

The Hospitality Management (HOSP) diploma prepares students for dynamic careers in the hospitality industry. This program is focused on regional hospitality industry needs and is enriched by a co-op experience that gives students direct work experience in hospitality operations. Semester schedules are organized to make the most of high-season work opportunities and provide students with the skills and technical knowledge required for success, combining business-focused education with practical hospitality education and experience.

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#### **Program Information:**

Graduates are prepared for entry-level staff and supervisory roles in the accommodation and food & beverage industries, in either the front- or back-of-house areas of the establishment. Graduates of this program will also be able to ladder into a Hospitality Management or Tourism Management degree program at other universities.

Academic courses combine face-to-face classes with laboratory simulation activities, cooking laboratory sessions and field trips / excursions. These opportunities to apply theory to practice contribute to a high standard of professionalism for graduates entering the hospitality industry.

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#### **Credentials Granted:**

The Hospitality Management diploma program meets all requirements of the BC Provincial Hospitality Management Standardized Core Curriculum.

The Hospitality Management diploma offers specialized courses in hospitality and business and

is awarded to students who successfully complete the two-year diploma curriculum – a total of 63 credits.

Hospitality Management Diploma

**Minimum Course Grade:** A minimum grade of C-

**Program Average:** A minimum program grade point average of 2.0/10 (C- average)

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### **Program Goals and Career Pathways:**

This program is designed for entry to the workplace or transfer to a degree program after successfully completing two years of study at COTR.

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### **Progression Requirements:**

Diploma students are required to maintain a minimum course grade of C- (55 percent) in all program courses that contribute to the diploma. Students intending to continue into the COTR BBA program are required to maintain a minimum course grade of C (60 percent) and an average course grade of C+ in all program courses that contribute to the BBA.

**Delivery Methods:** On-Campus (Face-to-Face), Practicum/Work Placement

**Credits:** 63

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### **Admission Requirements:**

- Complete all of the following
  - Secondary school graduation or equivalent.
  - Earned a minimum grade of C+ (65%) in at least 1 of the following:
    - [ENST 12](#) – English Studies 12
    - [ENFP 12](#) – English First Peoples 12
    - [ENGL090](#) – English – Provincial Level

### **Recommended Admission Requirements:**

Either Principles of Math 11, Foundations of Math 11, Applications of Math 11, Pre-Calculus Math 11, Statistics 12, Pre-Calculus 12, Calculus 12, MATH 080, or equivalent; or a minimum grade of 65% in either Foundations of Math 12, Geometry 12, or Computer Science 12.

### **Non-Academic Admission Requirements:**

Required Industry certifications: Food Safe 1, Serving It Right, WHMIS, Occupational First Aid Level 1 and Super Host

Students for whom English is a second language must meet the English proficiency requirements posted on the college website.

Basic computing skills are recommended.

Additional program requirements:

This program uses e-textbooks; all students are supplied with a computer as part of mandatory program fees.

Students will be required to purchase protective clothing, and a selection of small kitchen equipment (e.g., knives) for their HOSP 225 Food Introduction course.

### **Program Completion Requirements:**

Year 1

36 Total Credits

- Complete all of the following
  - Spring Semester
    - Complete all of the following
      - Completed the following:
        - **HOSP115** – Food and Beverage Service (3)
      - Required Industry certifications: Food Safe 1, Serving It Right, WHMIS, Occupational First Aid Level 1 and Super Host
    - Fall Semester
      - Completed the following:
        - **HOSP110** – Rooms Division Management I (3)
        - **COMC110** – Communication for Hospitality Industry (3)
        - **RECR102** – Leadership and Community Participation (3)
        - **TOUR111** – Introduction to Tourism (3)
        - **ACCT263** – Financial Accounting for Tourism Majors (3)
      - Winter Semester
        - Completed the following:
          - **HOSP111** – Rooms Division Management II (3)
          - **HOSP145** – Employability Skills for Co-Op Work Experience (3)
          - **HOSP160** – Hospitality Human Resources Management (3)
          - **MKTG281** – Principles of Marketing (3)
        - Spring Semester
          - Completed the following:
            - **HOSP135** – Beverage Operations (3)

### Summer Semester

- Completed the following:
  - [HOSP150](#) – Industry Work (Co-op Work Experience) (3)

### Year 2

#### 27 Total Credits

- Complete all of the following

#### Fall Semester

- Completed the following:
  - [HOSP220](#) – Food and Beverage Cost Controls (3)
  - [HOSP230](#) – Principles of Service Management (3)
  - [ACCT265](#) – Managerial Accounting for Non-Accountants (3)
  - [RECR220](#) – Event Management (3)

#### Winter Semester

- Completed the following:
  - [HOSP225](#) – Food Introduction (3)
  - [HOSP240](#) – Restaurant Operations (3)
  - [HOSP250](#) – Hospitality Law (3)
  - [MGMT216](#) – Organizational Behaviour (3)
  - [MGMT316](#) – Entrepreneurship and Small Business Management (3)

Grand Total Credits: 63

### Program Completion Requirements Notes:

A grade of "D" grants credit, but may not be sufficient as a prerequisite for sequential courses.

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### Flexible Assessment: Yes

In some cases students may be able to apply for recognition of prior learning outside the classroom. This flexible assessment process provides equivalent course credit. It is a rigorous process that may include external evaluation, worksite assessment, demonstration, standardized test, self-assessment, interview, products/portfolio, and challenge exam, or other measures as appropriate. Tuition fees apply. Contact an education advisor for more information.

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### Program Transfer Credit:

For information about block transfer agreements between programs in British Columbia, Alberta,

and elsewhere, please visit <http://www.cotr.bc.ca/transfer>.

To minimize transfer issues, check with an academic advisor at the institution that will receive the transfer credits.

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### **Academic Policies:**

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.4.3 Students with Documented Disabilities
  - Policy 2.4.4 Student Conduct (plagiarism, other cheating, behavioral misconduct)
  - Policy 2.5.8 Academic Performance
  - Policy 2.5.3 Grade Appeal
  - Policy 2.4.9 Student Concerns Re Faculty
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### **Program Changes:**

Information contained in this program outline is correct at the time of publication. Courses and course content may be revised from time to time based on changing educational, employment and marketing needs. The timetable may also be revised.

**Course Descriptions:** Refer to Course Outlines – <https://outlines.cotr.bc.ca/course/>