

Hospitality Management One Year Certificate Event Management Worksheet

The first step to entering this program is taking the free placement test and meeting with Counseling and Career Services staff. You may need to complete pre-program courses, which may include one or more of the following:

CA121A	Keyboarding A (if less than 25 wpm)	1 credit	Notes: _____
CS101	Introduction to Microcomputer Applications	3 credits	_____
MTH060	Introductory Algebra	4 credits	_____
RD115	Academic Thinking & Reading	3 credits	_____
SSP112	Strategic Studying	3 credits	_____
WR115	Introduction to Composition	3 credits	_____

Comp	Course	Title	Credits
Term 1 or Fall			
_____	HTM124	Catering & Banquet Ops	3
_____	HTM132	Menu Planning	3
_____	HTM134	Destination Marketing	3
_____	HTM127	Selling in Hosp & Tourism	3
Term 2 or Winter			
_____	HTM101	Customer Service Mgmt.	3
_____	HTM126	Meeting & Convention Mgmt.	3
_____	WR121	English Comp or Higher	3
Term 3 or Spring			
_____	HTM125	Special Event Planning	3
_____	MTH062	Business Applications Using Mathematics or Higher	4
_____	HTM130	Beverage Management	3
Term 4 or Summer			
_____	HTM144	Practicum-Hospitality & Tourism Management	4
Total Credits			35