

HOSPITALITY AND TOURISM MANAGEMENT
Guest Services Specialist Certificate Major Code 6300

Program Description

The Guest Services Specialist Certificate is designed to qualify successful completers for upwardly mobile positions in the lodging industry.

Related Programs

Hospitality and Tourism Management Associate in Science
Degree Major Code 2121
Food & Beverages Management Certificate Major Code 6301
Rooms Division Management Certificate Major Code 6302

Entrance Requirements

- HS Diploma or GED
- PERT

The PERT test places students into preparatory level reading, writing and math courses designed to prepare them for college-level coursework. Recent ACT or SAT score may also be used for placement. For more information, see <http://www.broward.edu/testing/>. Students who test into college prep courses must successfully complete all of the required coursework to qualify for graduation.

First Year Term I

HFT 1210	Supervisory Development	3
MTB 1103	Business Mathematics	3
<i>Total Term Semester Hours</i>		6

First Year Term II

HFT 2250	Hotel Management	3
HFT 2410	Front Office Systems/Procedures	3
<i>Total Term Semester Hours</i>		6

First Year Term III

HFT 2220	Organization and Personnel Mgt	3
<i>Total Term Semester Hours</i>		3
<i>Total Certificate Semester Hours</i>		15

It is strongly recommended that students see an academic advisor or counselor every term.