

**DIPLOMA OF HOSPITALITY MANAGEMENT – EVENTS,
FOOD & BEVERAGE AND FRONT OFFICE
(LEVEL 5)**

DESCRIPTION

This qualification reflects the role of highly skilled competent hospitality operations practitioner who uses a broad range of skills and sound knowledge of industry standards to coordinate and/or contribute strongly in an operational setting in Events, Food and Beverage and Front Office.

The qualification prepares graduates to work independently, have responsibility for others and be involved in or make a range of operational business decisions.

CAREER OPPORTUNITIES

This qualification provides a pathway for employment in:

- Food & Beverage Service
- Hospitality Operations and Marketing
- Events Management
- Front Office
- Night Audits
- Service Marketing and Management

LENGTH OF PROGRAMME

Full Time One (1) semester

ELIGIBILITY/ADMISSION REQUIREMENTS

To be admitted to the programme, applicants must;

- i. Be in sound health and physique, confirmed in the most current report by a certified medical practitioner, and,
- ii. Passed Certificate IV in Hospitality Operations or equivalent from a provider registered on a national qualification framework and completed at least 400 hours of training at a 4 Star resort/hotel operations or equivalent.

(This programme is managed with 20 admissions per class.)

COURSE INFORMATION

This programme has a total of four (4) courses.

Course Code	Course Title	Semester	Delivery Mode	Campus	Fees (FJD)
CETH51	Food & Beverage Operations	1 & 2	Blended	Laucala/Nadi	\$1,060
CETH52	Events Administration and Sales & Marketing	1 & 2	Blended	Laucala/Nadi	\$1,060
CETH53	Hospitality Operations Budgets II	2	Blended	Laucala/Nadi	\$560
CETH54	Front Office Operations	2	Blended	Laucala/Nadi	\$560

ASSESSMENT

All courses are competency based and assessments, both face-to-face and online, individual and group-work, may include Observations, Quizzes, Reports, Role-plays, Work samples, Oral tests, Skills tests, Industry mentor reports and Workplace attachment records. The prescribed assessment standards for the programme are documented in the Course outline and available on MOODLE.

RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) takes into account the knowledge and skills you have already gained through your previous education and work. This may be through formal or informal training, paid or unpaid work experience, and can earn you credits if relevant to the courses of this programme. Student may apply for RPL with \$100 application fee when enrolling for the programme.

CREDIT TRANSFER

If you have completed similar training at a registered tertiary institute, you may apply for Cross Credit. You will be required to provide programme/course outlines, assessments standards and work you have completed. Credit Transfer (CT) regulations of the University will apply to the vetting of your application. There is fee for the processing your CT application.

EXIT POINTS

You may exit from this qualification and receive a Statement of Attainment for courses you have successfully completed.

LEARNING RESOURCES & SUPPORT SERVICES

The programme fee includes prescribed learning resources. On your full payment of fees, you will be provided with:

1. A set of Service attire (White top/Shirt, Apron and Tee shirt); and,
2. Site visit - Industry experience.

Students will have full access to Library, Counselling Programmes, ITS Labs, email access, online learning support and Campus Life activities. Learning Support Team provides learning support via one-to-one consultation through an "open door" policy, Academic Skills Workshops and Industry Mentoring Programmes. Students can also access online learning support on "Moodle" which is USP's online learning management system.

USP'S OBLIGATIONS, STUDENTS' RIGHTS

USP is committed to maintaining the quality of training and assessment to students in compliance with the "Standards for RTOs 2015" and for the issuance of AQF certification documentation, providing both an excellent education and experience for students.

Students enrolled in a course will automatically become members of the USP Students' Association. Moreover, students can file their complaints and appeals by filling in Pacific TAFE's Student Complaint Form, which has a redress period of three (3) days.

FOR MORE INFORMATION CONTACT:

Customer Service Centre

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