



Edison College Canada
SINCE 1973
LEARN TODAY, LEAD TOMORROW

Hospitality & Tourism

Management with Co-op Diploma

72 Weeks Program





Program Duration:

Theory: 48 Weeks / 960 Hours

Co-op Placement: 24 Weeks / 480 Hours



Delivery Methods:

Combined In-Class & Online



Campus Location:

Victoria, British Columbia

Program Description

This Hospitality and Tourism Management with Co-op Diploma program consists of 16 courses offered in 48 weeks of academic studies, delivered in a total duration of 960 hours (20 hours per week). This program also has a Co-op placement of 24 weeks / 480 hours. During the 16 academic courses in the theory section, students will learn the concepts and techniques related to tourism, hotel, and restaurant operations. The courses in this program will focus on the management and development, which includes food preparation and service, financial analysis, accounting, front and back-office operations, and the interrelation between hospitality and tourism.

The Co-op component in this program will provide students with real-world experience in a Canadian business environment while providing them with opportunities to experience personal and professional growth.

Workplace Settings

- Hotel and Resorts
- Travel Agency
- Tour Companies
- Cruise Lines
- Spa and Wellness Centres
- Restaurant and Catering Companies

Estimated Salary

Hospitality & Tourism
Management with Co-op
\$47,969

AVERAGE ESTIMATED
EXPERIENCED WAGE PER YEAR

*This estimate is based on available employment data at the time. Actual salary will be based on numerous factors.
Source: workbc.ca



Admission Requirements

- **High School Graduate or equivalent OR Mature student status (19 years or older prior to starting the program)**
- **Meet one of the following English Language Proficiency requirements:**
 - Minimum Grade 12 English (Domestic Students)
 - Overall IELTS 6.0, CLB Level 7, Duolingo score of 95-100, or ECC test score of 67/100





Courses

Hospitality Today: An Introduction

This course takes a management perspective in explaining all the sectors of the tourism and hospitality industry organization and structure of hotels, restaurants, casinos, cruise lines, and clubs. It includes information on franchising, management contracts, business ethics, human resources, marketing, and much more. Charts, exhibits, hospitality industry statistics, and website listings provide useful information that can be applied on the job.

Supervision in the Hospitality Industry

This course teaches the skills that can help you develop effective supervision and management skills that are essential to success in the industry. Topics include how to recruit, select, and train, increase productivity, control labor costs, communicate effectively, manage conflict and change, and use time management techniques. Resources on creating a professional development plan for your hospitality career can help you set the direction for future educational and professional endeavors.

Hotel and Restaurant Accounting

This course will help you develop a solid understanding of hotel and restaurant accounting procedures, with a focus on the computerized accounting used in today's hospitality accounting situations. You'll learn about taxation of business income, the role of governmental agencies, and how to read and analyze financial statements.

Managing Service in Food and Beverage Operations

This course will give students an understanding of the management process in food and beverage operations. All aspects of food and beverage operations are covered, including organization, marketing, menus, costs and pricing, production, service, safety, and finances.

Managing Housekeeping Operations

This course provides a thorough overview, from the big picture of hiring and retaining quality staff, planning, and organizing, to the technical details for cleaning each area of the hotel. Practical information from industry experts makes the content of this course immediately applicable to your job situation.

Managing Front Office Operations

This course presents a systematic approach to front office procedures by detailing the flow of business through a hotel, from the reservations process to check-out and account settlement. The course also examines the various elements of effective front office management, paying particular attention to the planning and evaluation of front office operations and to human resource management. Front office procedures and management are placed within the context of the overall operation of a hotel.

Managing Hospitality Human Resources

This course presents a systematic approach to human resources management in the hospitality industry. Students will analyze contemporary issues and practices, as well as employment laws that have an impact on the way people are managed. Topics include employment and workplace laws and the latest strategies for attracting employees, minimizing turnover, and maximizing productivity.

Security and Loss Prevention Management

This course provides the background you need to be informed about the security issues and practices that affect your property every day. Topics include the physical security of the property, asset protection, guest protection, security equipment, emergency management and procedures, OSA requirements, and more. Exhibits, sample forms and documents, and links to safety and security websites make this course practical and relevant.

Hospitality Sales and Marketing

This course shows how to sell rooms and food and beverage services to business and leisure travelers, travel agents, and meeting planners. Industry professionals provide tips on marketing strategies that work and sidebar how concepts presented in the course are applied in today's industry.

Convention Management and Service

This course teaches the most current and comprehensive coverage of the convention industry. Students receive a comprehensive look at conventions and meetings marketing and learn how to successfully sell to groups and how to service their business after the sale.

Tourism: The Business of Hospitality and Travel

In this course, students will learn how to distinguish the different sectors of the travel and tourism industries. They will learn how to examine and provide details about the concepts of tourism. Students will also learn about the integrated model of tourism, management, marketing, and financial issues that are specific to the travel and tourism industry.

Fresh Perspectives: Tourism Development

This course provides an overview of tourism development in destinations around the world. It provides the knowledge needed to understand the theory and practice of tourism development and the economic and cultural impact of tourism. The course provides all the necessary components to understand, measure, and analyze the impact of tourism in various destinations.

Managing Technology in the Hospitality Industry

This course introduces students to the dynamic and critical field of technology within the hospitality industry. Students learn the basics of purchasing, implementing, maintaining, and effectively managing modern information systems in the industry. Emphasis will be placed on computer literacy topics such as hardware, software, operating systems, data communications, applications software, and information systems.

Tourism Management

This course provides one of the leading views and studies in the field of tourism. It provides an ideal introduction to the fundamentals of tourism. It provides the knowledge required to understand the concept and progress of tourism through a wide range of global reviews of the principles of managing tourism. It traces the evolution and future development of tourism and the challenges facing tourism managers in this fast-growing sector of the world economy.

Marketing for Hospitality and Tourism

This course provides a view of the big picture of hospitality and tourism marketing worldwide; it delivers the result of a tourism work grounded in theory and research. It also contains several examples exploring each area of marketing for hospitality and travel and applies theoretical concepts to real-world examples and tourism cases.

Revenue Management in Hospitality Operations

A solid understanding of revenue management's key concepts and the selective application of its most effective strategies and tactics have become mission-critical for most hospitality operations. This course explores the applicability of revenue maximization strategies and their operational aspects and provides students with an overview of this important discipline.

Co-op Placement

Students will be placed with our partner institutions so that they can get real-life experience before entering the workforce.



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