

TOURISM AND HOSPITALITY DEPARTMENT

Chair: Miss. Rosamond Francis

In keeping with the Mission of the T.A. Marrayshow Community College “to provide accessible, quality educational and training opportunities to help individuals achieve their personal and professional goals ...”, and recognizing the labour demands of the developing, yet dynamic Tourism and Hospitality industry, the Department of Tourism and Hospitality has sought to equip students with the requisite knowledge and skills to acquire jobs, to perform effectively and efficiently, and to serve as a springboard for future careers and endeavours in the industry.

To accomplish this, the department has collaborated with the Caribbean Tourism Learning System (CTLS) in offering two Associate Degree programmes in the areas of:

Hospitality Studies

Food and Beverage Operations

In addition, two Certificate programmes are offered in:

Front Office Operations

Food and Beverage Operations

Further to this, being cognizant of the relationship between diet and health/ill-health, an Associate Degree is also offered in Nutrition and Food Management with the option of an emphasis in Teacher Education.

Programs offered and Teaching Faculty

| No. | Programs Offered | Teaching Faculty |
|------------|---|--|
| 1. | Associate of Applied Science Degree in Hospitality Studies / Level II Certificate in Hospitality Studies | Miss. Rosamond Francis Mrs. Curneita Campbell Miss. Pamela Conover |
| 2. | Associate of Applied Science Degree in Food and Beverage Operations / Level II Certificate in Food and Beverage Operations | Mrs. Marlene Abraham-Finlay Mr. Carl Howell Mrs. Diane McAuley-Whyte |
| 3. | Associate of Applied Science Degree in Nutrition and Food Management (with Education) / Level II Certificate in Nutrition and Food Management | Mr. Francis Balwant (adjunct) Mr. Kenrick McSween (adjunct) |

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| 4. | Level I Certificate in Front Office Operations | Mr. Johnson (adjunct) |
| 5. | Level I Certificate in Food and Beverage Operations | |

Associate of Science Degree in Hospitality Studies/Level II Certificate in Hospitality Studies

ENTRY REQUIREMENTS

- **Associate Degree and Level II Certificate:** Applicants must have passes in a minimum of 5 CSEC/GCE O'Levels including English with a general grade III or above, or its equivalent. However, students without the English requirement may be given provisional entry with the proviso that the student submits evidence of having acquired the equivalent qualification before the beginning of the second year.
- Mature student status – a person 25 years or older with relevant employment experience in the industry will be considered.

PROGRAM OUTLINE

To be awarded the Associate Degree in Hospitality Studies students must successfully complete the following courses:

| Course Number | Course Name | Credits |
|--|-------------------------------------|------------|
| MAJOR COURSES | | |
| <i>Students must attain a Grade C in each course</i> | | |
| AHS115 | Accommodations 1 | 4 credits* |
| AHS221 | Accommodations 2 | 4 credits* |
| AHT127 | Food and Beverage 1 | 4 credits* |
| AHT211 | Food and Beverage 2 | 4 credits* |
| AFB124 | Bar Operations | 4 credits* |
| AHT112 | Sanitation, Hygiene and Safety | 3 credits* |
| AFB211 | Food and Beverage Cost Controls | 3 credits |
| AHT223 | Events and Conference Management | 3 credits* |
| AHT210 | Hospitality Marketing | 3 credits |
| AHS127 | Hospitality Accounting | 3 credits |
| AHS131 | Internship | 3 credits* |
| AHS231 | Internship | 3 credits* |
| RELATED AREAS | | |
| <i>Students are required to successfully complete 4 courses of which AHT110, AHT212 and AHS126 are compulsory. A passing grade of a "C" is required in all compulsory courses.</i> | | |
| AHT110 | Introduction to Tourism/Hospitality | 3 credits* |
| AHT126 | Economics | 3 credits |
| AHT113 | Introduction to Management | 3 credits |
| AHT221 | Hospitality Law | 3 credits |

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| AHT212 | Quality Customer Care | 3 credits* |
| AHS126 | Entrepreneurship | 3 credits* |
| GENERAL EDUCATION | | |
| MAT110 | Fundamentals of Mathematics | 3 credits* |
| COM100 | English & Communication 1 | 3 credits* |
| COM121 | English and Communication II | 3 credits* |
| PHI200 | Critical Thinking | 3 credits |
| SPA100 | Basic Spanish | 3 credits* |
| FRE100 | Basic French | 3 credits* |
| CAS101 | Caribbean Society and Culture | 3 credits* |
| COS101 | Community Service | 1 credit* |
| ICT110 | Introduction to Computers | 3 credits |
| Total Credits Possible for Program | | 84 Credits |

* *These courses are required for Level II certification.*

GRADUATION REQUIREMENTS

1. A Candidate for graduation must meet the requirements in one of the following areas:

- **Associate Degree:** successfully complete at least seventy-five (75) credits: including 41 credits of major courses, 12 credits of related courses and 22 credits of general education courses. All major and compulsory related courses must be passed with at least a Grade “C”.

For the above, the student will be required to obtain credits from approved courses in the following areas: 6 credits from Communication Skills, 3 credits from Mathematics, 3 credits from Computing, 3 credits from Critical Thinking, 3 credits of Spanish/French, 3 credits from Caribbean Studies, and 1 credit from Community Services/Physical Education.

- **Level II Certificate:** students will be required to obtain a minimum of fifty-six (56) credits: 32 credits in the majors, 9 credits in the related area and 15 credits in general education courses. All major and compulsory related courses must be passed with at least a Grade “C”.

For the above, the student will be required to obtain credits from approved courses in the following areas: 3 credits from Communication Skills, 3 credits from Mathematics, 3 credits from Computing, 3 credits from Critical Thinking, and 3 credits from Caribbean Studies.

2. Obtain a cumulative Grade Point Average (G.P.A) of at least 2.00.

3. Have at least eighty-five percent (85%) attendance in all classes.

**Associate Degree in Food and Beverage Operations/Level II Certificate
Food and Beverage Operations**

ENTRY REQUIREMENTS

- **Associate Degree and Level II Certificate:** Applicants must have passes in a minimum of 5 CSEC/GCE O'Levels including English with a general grade 3 or above, or its equivalent. However, students without the English requirement may be given provisional entry with the proviso that the student submits evidence of having acquired the equivalent qualification before the beginning of the second year.
- Mature student status – a person 25 years or older with relevant employment experience in the industry will be considered.

PROGRAM OUTLINE

To be awarded the Associate Degree in Food and Beverage Operations students must successfully complete the following courses:

| Course Number | Course Name | Credits |
|--|-------------------------------------|----------------|
| MAJOR COURSES | | |
| <i>Students must attain a Grade C in each course</i> | | |
| AFB111 | Food Preparation 1 | 4 credits* |
| AFB212 | Food Preparation 2 | 4 credits* |
| AHT127 | Food and Beverage Service | 4 credits* |
| AFB124 | Bar Operations | 4 credits* |
| AFB223 | Food and Beverage Management | 4 credits |
| AHT112 | Sanitation, Hygiene and Safety | 3 credits* |
| AFB123 | Food Science and Nutrition | 3 credits |
| AFB211 | Food and Beverage Cost Controls | 3 credits* |
| AFB221 | Purchasing and Materials Management | 3 credits* |
| AHT223 | Events and Conference Management | 3 credits |
| AHS131 | Internship | 3 credits* |
| AHS231 | Internship | 3 credits* |
| RELATED AREAS | | |
| <i>Students are required to successfully complete 4 courses of which AHT110, AHT212 and AHS126 are compulsory. A passing grade of a "C" is required in all compulsory courses.</i> | | |
| AHT110 | Introduction to Tourism/Hospitality | 3 credits* |
| AHT126 | Economics | 3 credits |
| AHT113 | Introduction to Management | 3 credits |
| AHT221 | Hospitality Law | 3 credits |
| AHT212 | Quality Customer Care | 3 credits* |
| AHS126 | Entrepreneurship | 3 credits* |
| AHS127 | Hospitality Accounting | 3 credits |
| AHT210 | Hospitality Marketing | 3 credits |
| GENERAL EDUCATION | | |
| MAT110 | Fundamentals of Mathematics | 3 credits* |
| COM100 | English & Communication 1 | 3 credits* |
| COM121 | English and Communication II | 3 credits* |
| PHI200 | Critical Thinking | 3 credits |
| SPA100 | Basic Spanish | 3 credits* |
| FRE100 | Basic French | 3 credits* |
| CAS101 | Caribbean Society and Culture | 3 credits* |

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| COS101 | Community Service | 1 credit* |
| ICT110 | Introduction to Computers | 3 credits |
| Total Credits Possible for Program | | 90 Credits |

** These courses are required for Level II Certification.*

GRADUATION REQUIREMENTS

A Candidate for graduation must meet the requirements in one of the following areas:

- **Associate Degree:** successfully complete at least seventy-five (75) credits: including 41 credits of major courses, 12 credits of related courses and 22 credits of general education courses. All major and compulsory related courses must be passed with at least a Grade “C”.

For the above, the student will be required to obtain credits from approved courses in the following areas: 6 credits from Communication Skills, 3 credits from Mathematics, 3 credits from Computing, 3 credits from Critical Thinking, 3 credits from Spanish/French, 3 credits from Caribbean Studies, and 1 Credit from Community Services/Physical Education.

- **Level II Certificate:** students will be required to obtain a minimum of 55 credits, 31 credits in the majors, 9 credits of related and 15 credits in general education courses. All major and compulsory related courses must be passed with at least a Grade “C”.

For the above, the student will be required to obtain credits from approved courses in the following areas: 3 credits from Communication Skills, 3 credits from Mathematics, 3 credits from Computing, 3 credits from Critical Thinking, and 3 credits from Caribbean Studies.

- Obtain a cumulative Grade Point Average (G.P.A) of at least 2.00.
- Have at least eighty-five percent (85%) attendance in all classes.

Associate of Science Degree in Nutrition and Food Management with Education/Associate of Science Degree in Nutrition and Food Management/Level II Certificate in Nutrition and Food Management

ENTRY REQUIREMENTS

- **Associate Degree and Level II Certificate:** Applicants must have a minimum of four (4) CSEC/GCE O’Levels including English with a general grade III or above,

or its equivalent. However, students without the English requirement may be given provisional entry with the proviso that the student submits evidence of having acquired the equivalent qualification before the beginning of the second year. A pass in Food and Nutrition would be an asset.

- Mature students status – a person 25 years or older with the relevant employment experience in the industry will be considered.

PROGRAMME OUTLINE

To be awarded the Associates Degree in Nutrition and Food Management students must successfully complete the following courses.

| Course Number | Course Name | Credits |
|--|--|----------------|
| MAJOR COURSES | | |
| <i>Students must attain a Grade C in each course</i> | | |
| NUT111 | Nutrition | 3 credits* |
| NUT112 | Nutrition in the Life Cycle | 3 credits* |
| AFB111 | Food Preparation 1 | 4 credits* |
| AFB212 | Food Preparation 2 | 4 credits* |
| AFB123 | Food Science and Nutrition | 3 credits |
| AHT112 | Sanitation, Hygiene and Safety | 3 credits* |
| AFB223 | Food and Beverage Management | 4 credits* |
| AHT113 | Introduction to Management | 3 credits |
| AHS131 | Internship | 3 credits* |
| AHS231 | Internship | 3 credits* |
| RELATED AREAS | | |
| Students must select at least <i>three</i> courses from the following: <i>(Students must attain a Grade "C" in each course)</i> | | |
| NUT201 | Dietary Management of Chronic Diseases | 3 credits |
| AHT125 | Accounting I | 3 credits |
| AHT127 | Food and Beverage Service I | 4 credits |
| AFB210 | Quantity Food Production | 3 credits |
| AFB211 | Food and Beverage Cost Controls | 3 credits |
| AHS126 | Entrepreneurship | 3 credits |
| AFB 221 | Purchasing and Materials Management | 3 credits |
| GENERAL EDUCATION | | |
| MAT110 | Fundamentals of Mathematics | 3 credits* |
| COM100 | English & Communication 1 | 3 credits* |
| COM121 | English and Communication II | 3 credits* |

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|---|----------------------------------|-----------------------|
| PHI200 | Critical Thinking | 3 credits |
| SPA100 | Basic Spanish | 3 credits* |
| FRE100 | Basic French | 3 credits* |
| CAS101 | Caribbean Society and Culture | 3 credits* |
| COS101 | Community Service | 1 credit* |
| ICT110 | Introduction to Computers | 3 credits |
| EDUCATION COURSES | | |
| Students are required to take the following <i>four</i> courses for the education emphasis: | | |
| EDT 200 | Classroom Management | 3 credits |
| EDT 201 | Instruction and Planning | 3 credits |
| EDT 202 | Adolescent Psychology | 3 credits |
| EDT 106 | Methodology (Food and Nutrition) | 3 credits |
| Total Credits Possible for Program | | 92 Credits |

** These courses are required for Level II Certification*

GRADUATION REQUIREMENTS

1. A candidate for graduation must meet the requirements for one of the following areas:

- **Associate Degree:** successfully complete at least sixty-four (64) credits: including 33 credits from the major courses, 9 credits of related courses and, 22 credits of general education courses.

For the above, the student will be required to obtain credits from approved courses in the following areas: 6 credits from Communication Skills, 3 credits from Mathematics, 3 credits from Computing, 3 credits from Critical Thinking, 3 credits of Spanish/French, 3 credits from Caribbean Studies, and 1 credit from Community Services/Physical Education.

For students pursuing the Teacher Education emphasis, successful completion of a minimum of 76 credits is required, including all the requirements stated above and 12 credits from education.

- **Level II Certificate:** students will be required to obtain a minimum of 55 credits, 27 credits in the majors, 13 credits in the related area and 15 credits in general education courses. Students will not be permitted to take the Teacher Education emphasis.

For the above, the student will be required to obtain credits from approved courses in the following areas: 3 credits from Communication Skills, 3 credits from Mathematics, 3 credits from Computing, 3 credits from Critical Thinking, and 3 credits from Caribbean Studies.

- Obtain a cumulative Grade Point Average (G.P.A.) of at least 2.00.
- Have at least an eighty-five percent (85%) attendance record in all classes.

For the Teacher Education emphasis, the student must also successfully complete the four specialist courses.

Level I Certificate in Front Office Operations

ENTRY REQUIREMENTS

- **Level I Certificate:** Applicants must have a minimum of 3 CSEC/GCE O'Levels including English with a general grade 3 or above, or its equivalent. However, students without the English requirement may be given provision entry with the proviso that the student submits evidence of having acquired the equivalent qualification before the end of the year.
- Mature student status – a person 25 years or older with the relevant employment experience in the industry.

PROGRAMME OUTLINE

To be awarded the Certificate in Front Office Operations students must successfully complete the following courses:

| Course Number | Course Name | Credits |
|--|---|----------------|
| MAJOR COURSES | | |
| <i>Students must attain a Grade C in each course</i> | | |
| HOA 110 | Introduction to Hospitality and Tourism | 2 credits |
| CFO 114 | Front Desk Management | 3 credits |
| CFO 123 | Front Office Cashier/Accounts | 3 credits |
| CFO 124 | Sales and Marketing | 2 credits |
| CFO 120 | Reservation Management | 2 credits |
| HOA 120 | Housekeeping | 2 credits |
| HOA 111 | Food and Beverage Service I | 3 credits |

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|---|-----------------------------|------------------------|
| HOA 123 | Internship | 3 credits |
| GENERAL EDUCATION | | |
| COM 100 | English and Communication I | 3 credits |
| MAT 110 | Fundamentals of Mathematics | 3 credits |
| ICT 110 | Introduction to Computer | 3 credits |
| FRE 101 | Conversational French | 2 credits <i>or</i> |
| SPA 101 | Conversational Spanish | 2 credits |
| ENT 211 | Entrepreneurial Skill | 3 credits |
| Total Credits Possible for Program | | 36 Credits |

GRADUATION REQUIREMENTS

This programme consists of 34 credits: 20 credits of major courses and 14 credits of general education courses. To graduate from this programme a student must: -

- Successfully complete all the required courses for the programme. All major courses must be passed with at least a Grade “C”.
- Obtain a cumulative Grade Point Average (GPA) of at least 2.00.
- Have at least 85% attendance in all classes.
- Successfully complete internship programme.

Level I Certificate in Food and Beverage Operations

ENTRY REQUIREMENTS

- **Level I Certificate:** Applicants must have a minimum of 3 CSEC/GCE O’Levels including English with a general grade 3 or above, or its equivalent. However, students without the English requirements may be given provisional entry with the proviso that the student submits evidence of having acquired the equivalent qualification before the end of the year.
- Mature student status – a person 25 years or older and with relevant employment in the industry will be considered.

PROGRAMME OUTLINE

To be awarded the Certificate in Food and Beverage Operations students must successfully complete the following courses:

| Course | Course Name | Credits |
|--------|-------------|---------|
|--------|-------------|---------|

| Number | | |
|--|---|------------------------|
| MAJOR COURSES | | |
| <i>Students must attain a Grade C in each course</i> | | |
| HOA 110 | Introduction to Hospitality and Tourism | 2 credits |
| HOA 111 | Food and Beverage Service I | 3 credits |
| HOA 125 | Food and Beverage Service II | 3 credits |
| HOA 112 | Meal Preparation I | 3 credits |
| HOA 121 | Meal Preparation II | 3 credits |
| HOA 124 | Bar Operations | 3 credits |
| HOA 123 | Internship | 3 credits |
| GENERAL EDUCATION | | |
| COM 100 | English and Communication I | 3 credits |
| MAT 110 | Fundamentals of Mathematics | 3 credits |
| ICT 110 | Introduction to Computer | 3 credits |
| FRE 101 | Conversational French | 2 credits <i>or</i> |
| SPA 101 | Conversational Spanish | 2 credits |
| ENT 211 | Entrepreneurial Skill | 3 credits |
| Total Credits Possible for Program | | 36 Credits |

GRADUATION REQUIREMENTS

This programme consists of 34 credits: 20 credits of major courses and 14 credits of general education courses. To graduate from this programme a student must: -

- Successfully complete all the required courses for the programme. All major courses must be passed with at least a Grade “C”.
- Obtain a cumulative Grade Point Average (GPA) of at least 2.00.
- Have at least 85% attendance in all classes.
- Successfully complete the internship programme.