

Advanced Diploma in Tourism Management (Hotel & Accommodation Services)

Key items	Course																																	
Course Title:	Advanced Diploma in Tourism Management (Hotel & Accommodation Services)																																	
Course Overview:	<p>The Advanced Diploma in Tourism Management (Hotel & Accommodation Services) is a top up programme for those who have successfully completed the Diploma level of this course. This programme is for aspiring professionals with a passion to deepen knowledge and skillsets in the tourism industry (hotel & accommodation services), and to pursue global careers.</p> <p>This programme is part of the expansion of the range of hospitality industry oriented and related courses offered by Avanta Academy (Avanta) in response and support as an existing higher education service provider for the new framework for the Singapore hotel industry, launched by WDA in September 2016 to help job seekers and employees.</p> <p>The Hotel and Accommodation Services (HAS) sector is a major employer and key pillar in the Singapore's fast growing Tourism industry. It supports Singapore's position as a business hub and fuels growth in related industries such as Retail and especially in Food and Beverage Services.</p> <p>Through this programme, we aim to prepare learners for career advancement opportunities in the fast-growing tourism industry and equip learners with advanced knowledge and skillsets in tourism management (hotel & accommodation services). It includes performing situational analysis, team leadership, budgetary control and management amongst others.</p>																																	
Course Structure:	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">S/ N</th> <th style="text-align: center;">Title</th> <th style="text-align: center;">Min. Study Hours</th> <th style="text-align: center;">Assessment Mode</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Team Leadership</td> <td style="text-align: center;">30</td> <td rowspan="8" style="text-align: center; vertical-align: middle;">Assignment + Examination</td> </tr> <tr> <td style="text-align: center;">2</td> <td>HR Policies and Management</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Perform Situational Analysis</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Loss Prevention Management</td> <td style="text-align: center;">8</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Staff Training Management</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Proposal Development for Meeting and Events</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Budgetary Control and Management</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">8</td> <td>Meeting Legal and Regulatory Requirements</td> <td style="text-align: center;">16</td> </tr> <tr> <td colspan="2" style="text-align: center;">Total Unit Tuition time</td> <td style="text-align: center;">204</td> <td></td> </tr> </tbody> </table>	S/ N	Title	Min. Study Hours	Assessment Mode	1	Team Leadership	30	Assignment + Examination	2	HR Policies and Management	30	3	Perform Situational Analysis	30	4	Loss Prevention Management	8	5	Staff Training Management	30	6	Proposal Development for Meeting and Events	30	7	Budgetary Control and Management	30	8	Meeting Legal and Regulatory Requirements	16	Total Unit Tuition time		204	
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Course Duration:	<p>1. Full-time: 7 months Total Contact hours: 204 (No breaks between exams and modules) Week Schedule: 5 days per week (3 hrs per day)</p> <p>2. Part-time: 7 months Total Contact hours: 204 (No breaks between exams and modules)</p>																																	

CPE Reg. No: 201229599Z

Period of Reg: 21/12/2020 - 20/12/2024

Key items	Course
	Weekend: 1 Sunday (8 hrs class)
Course Fees:	\$3700 + 9% GST (incl. of non-refundable \$150 application fee)
Skillsfuture Credit	Applicable for Singapore Citizens over 25 years old
Mode of Instruction:	Classroom-facilitated learning
Mode of Delivery:	Part-Time
Mode of Assessment:	Written Exam, Assignment/Projects
Attendance Requirement:	A 75% minimum attendance is required for student.
Passing Criteria:	A 50% passing rate all for assessment components is required for the student.
Qualification:	Having duly completed the approved course of study and passed the prescribed examinations, students will be awarded 'Advanced Diploma in Tourism Management (Hotel & Accommodation Services)' issued by Avanta Academy.
Entry Qualification:	<ul style="list-style-type: none"> • Diploma in Tourism Management (Hotel & Accommodation Services) (awarded by Avanta Academy) or other recognised Diploma from other institutions. • Minimum Grade E in any 3 GCE A Levels including English • Minimum of C5 in any 3 GCE 'O' Level subjects including English, or its equivalent (i.e. WSQ Work Place Literacy and Numeracy Skills Level 5) with 8 years working experience; or • Matured candidates with other relevant certificate qualifications with 5 years of working experience.
Average Teacher to Student Ratio:	1:30
Lecturers & Teaching Modules:	<i>Refer to Lecturers' Profile Excel Sheet</i>