



Diploma in Hotel Management

Course Code: NCTH01

Awarding Body: Confederation of Tourism and Hospitality (CTH)

Duration: 18 Months

The Hospitality industry is one of the largest industries in the world. Each year progressively more meals and bed nights are purchased, which is why the hotel industry is experiencing rapid growth. Customers are becoming ever more demanding in their requirements for high standards of service and facilities. It is only through organised and structured training that the industry can meet these expectations.

CTH is an awarding body approved by Ofqual, DCELLS and CCEA who are the official regulators of qualifications, exams and tests in England, Wales and Northern Ireland respectively. CTH Management Programmes have been awarded Institute of Hospitality Endorsement, (formerly the HCIMA). All learners on CTH Diploma programmes are eligible for Affiliate Membership of the Institute of Hospitality, and learners who successfully complete the CTH Advanced Diploma programmes are eligible to apply for Associate membership.

Course Aims

The Diploma in Hotel Management aims to provide students with a broad understanding of the operational aspects of the international hotel industry, and a knowledge of the underlying management principles involved.

The course is designed to prepare students for careers in the management of all manner of hotels, from small family-run operations to major international chains. The Syllabi are carefully developed and updated on a regular basis to ensure their relevance to the actual career environment.

Course Market

Students wishing to prepare for careers in the specialised field of Hotel Management may choose to undertake this specially developed programme.

CTH Management programmes are designed to offer broad equivalency to the **first and second years of a British University Degree**. As such the scope of training is essentially supervisory and strategic rather than routine skills based. Graduates of CTH management programmes typically aspire to trainee management roles or direct entry to the final stages of a University Bachelor's Degree.

The CTH Diploma and Advanced Diploma programmes are recognised by major organisations in the hospitality and tourism industries as suitable for employment at supervisory and management level.

Course Structure

All **Ten** modules are compulsory

DHM101	Food and Beverage Operations
DHM111	Food Hygiene, Health and Safety
DHM121	Front Office Operations
DHM131	Facilities and Accommodation Operations
DHM141	Hospitality Finance
DHM151	Introduction to Business Operations
DHM161	Marketing
DHM171	The Tourism Industry
DHM181	Business Computing
DHM191	Understanding the Global Hospitality Industry

Duration

The Course is for duration of 18 Months Full-time with examinations held three times a year. The course includes 12 Months of Classroom based study and 6 Months of Internship.

This programme has been devised on the basis that students will attend a course of study of not less than 450 hours. Private study will be required over and above this figure.

Full-time students have to attend 24 hours of guided learning each week and are required to spend atleast 10 hours per week in self-study and completing assignments.

Assessment

CTH examinations are held three times a year. Diploma papers are set and marked to the level of the **first year of a UK Degree** programme. The examinations are set and marked externally. Each of the modules has a 2 1/2 hour examination, set and marked by CTH.

Candidates for the CTH examinations must, at the time of entry, be undertaking (or have just completed) the respective course, and be a member of CTH.

Examination Results & Certificates:

Each candidate will receive a record of performance in one of four grades for each component of the examination.

The grades are:

- Distinction
- Credit
- Pass &
- Fail

Formal certificates are awarded to those candidates who achieve a Pass grade or above in all components of their examination.

CTH Membership

All students can register as **Student Member**. This classification is for those who have enrolled on a CTH course. All students studying the Diploma or Advanced Diploma Management Programmes are required to become student members of CTH. The annual membership fee can be found on the CTH website

All applications for student membership must be made through the College. The college holds copies of the form and will be able to advise on the fee payable at the time of registration. Upon acceptance, students will receive a letter confirming their student membership status and their individual registration number.

CTH Management Programmes have been awarded Institute of Hospitality Endorsement, (formerly the HCIMA). All learners on CTH Diploma programmes are eligible for **Affiliate Membership** of the Institute of Hospitality, and learners who successfully complete the CTH Advanced Diploma programmes are eligible to apply for **Associate membership**.

Entry Requirements

No specific pre-qualifications are required, although it is desirable to have completed formal secondary education.

The selection of students for courses at Diploma level is at the discretion of the College.

Exemptions

Students may be granted exemption from some or all components, but in the event of total exemption from a particular level, no certificate/diploma will be awarded.

CTH views exemptions on an individual basis and evidence of an award and transcript will normally be required. Exemptions are unlikely to be considered unless supported by documentary evidence of relevant achievement. There is an exemption fee, which must be paid before consideration of the exemption.