

SDH INSTITUTE										
DEPLOYMENT OF FULL-TIME ACADEMIC STAFF (COURSES & MODULES)										
HIGHER EDUCATION										
				1	2	3	4	5	6	7
Highest Academic Qualification and the Awarding University				Master of Arts (Philosophy)	Master of Science in Sports Business Management	Bachelor of Business	Master of Training and Development	Master's Degree in International Hotel Management	Master in Business Management	Bachelor of Science in Business Computing
				University of Kwazulu-Natal, South Africa	Sheffield Hallam University, UK	Swinburne University of Technology, Australia	Griffith University, Australia	Institut Vatel, France	Asian Institute of Management (EQUIS and AACSB), The Philippines	University of Bradford, UK
Nos.	Awarded by / Module Code	Course Name / Module Names	Course / Module Duration	Albrightson Craig Anthony	Barry Alan Hayes	Cheryll Yong Oi Ling	Isaac Joshua	Pakalapati Venkata Rama Bhadra Raju	Utanes Godofredo Cristobal	Yeong Chee Wah
	1	INSTITUT VATEL FRANCE	MBA in International Hotel Management	12 Months (FT) 12 Months (PT)						
1.1	LAN401	Business Communication	39 Hours	√	√				√	
1.2	LAW401	Business Law	42 Hours						√	
1.3	COR501	Corporate Business Strategy	15 Hours		√				√	
1.4	FIN501	Corporate Finance (Teach-Out)	42 Hours						√	
1.4	FIN501	Financial Management	42 Hours						√	
1.5	TRAS03	Final Dissertation (Oral Defense)	N.A	√	√		√		√	
1.6	TRAS02	Final Dissertation (Tutoring)	15 Hours	√	√		√		√	
1.7	FIN401	Financial Management (Teach-Out)	42 Hours						√	
1.7	FIN401	Financial Analysis	42 Hours						√	
1.8	TAX401	Fiscal Management (Teach-Out)	42 Hours						√	
1.8	TAX401	Taxation	42 Hours		√				√	
1.9	LAN501	French	39 Hours							
1.10	OPE501	Hospitality Operations Management	42 Hours		√					
1.11	HRM401	Human Resource Management	42 Hours		√				√	
1.12	TCS401	International Tourism and Hospitality Management (Teach-Out)	42 Hours		√				√	
1.12	ECO401	Tourism and Hospitality Economies	42 Hours		√				√	
1.13	COS401	Management Information Systems	42 Hours						√	
1.14	MKT401	Marketing Management	63 Hours		√				√	
1.15	ENG501	Negotiations (Teach-Out)	36 Hours		√				√	
1.16	OPA401	Operations and Revenue Management	84 Hours						√	
1.17	COS401	Organisational Management (Teach-Out)	42 Hours	√	√				√	
1.17	COS401	Corporate Strategy	42 Hours	√	√				√	
1.18	HRM501	Strategic Human Resource Management	42 Hours		√				√	
1.19	MKT501	Strategic Marketing Management	42 Hours		√				√	
1.20	ECO401	Strategic Tourism Management (Teach-Out)	42 Hours		√				√	
1.20	HTS401	Hospitality Strategy	42 Hours		√				√	
1.21	LAN402	Mandarin	39 Hours							
1.22	VBG501	Vatel International Business Game (Tutoring)	24 Hours		√				√	
	2	INSTITUT VATEL FRANCE	Bachelor's Degree in International Hotel Management (Year 3) (Teach Out)	6 Months (FT) 6 Months (PT)						
2.1	ENG301	Business Communication III	52 Hours	√	√		√		√	
2.2	CDH301	Career Development in Hospitality Industry	13 Hours		√		√		√	
2.3	EUR302	European Studies - Beverages	13 Hours		√		√			
2.4	EUR303	European Studies - Culinary Culture	13 Hours		√		√			
2.5	EUR301	European Studies - Politics and Economies	13 Hours		√				√	
2.6	GER301	French III	26 Hours							
2.7	HRM301	Human Resource Management III	26 Hours		√		√		√	
2.8	COM301	IT Applications III	26 Hours						√	√
2.9	CRC301	Managing Across Cultures	26 Hours		√		√		√	
2.10	ENV301	Managing Tourist Destinations and Services	26 Hours		√		√		√	
2.11	MKT301	Marketing III	26 Hours		√		√		√	
2.12	NGO301	Negotiations	26 Hours		√		√		√	
2.13	ADM301	Professional Applications (<i>*Part of the Internship</i>)	280 Hours*		√		√	√		
2.14	PRO301	Public Relations and Advertising	26 Hours	√	√				√	
2.15	ADM301	Travel, Tourism and Hospitality Accounting III	52 Hours						√	
	3	INSTITUT VATEL FRANCE	Bachelor's Degree in International Hotel Management (Top Up)	6 Months (FT) 6 Months (PT)						
3.1	LAN302	Business Communication III	50 Hours	√	√		√	√	√	
3.2	CDH301	Career Project	10 hours		√		√	√	√	
3.3	VIN301	Wine, Beer and Spirits	10 Hours		√		√	√		
3.4	GEO301	Geopolitics	10 Hours	√	√				√	
3.5	LAN301	French III	30 Hours							
3.6	GRH301	Human Resources III	24 Hours	√	√		√		√	
3.7	INF301	IT Applications III	24 Hours		√				√	√
3.8	CLT301	Multicultural Management	24 Hours	√	√		√		√	
3.9	TOU301	Tourism and Travelling	24 Hours	√	√		√		√	
3.10	MKT301	Marketing III	24 Hours		√		√	√	√	

SDH INSTITUTE										
DEPLOYMENT OF FULL-TIME ACADEMIC STAFF (COURSES & MODULES)										
HIGHER EDUCATION										
				1	2	3	4	5	6	7
Highest Academic Qualification and the Awarding University				Master of Arts (Philosophy)	Master of Science in Sports Business Management	Bachelor of Business	Master of Training and Development	Master's Degree in International Hotel Management	Master in Business Management	Bachelor of Science in Business Computing
				University of Kwazulu-Natal, South Africa	Sheffield Hallam University, UK	Swinburne University of Technology, Australia	Griffith University, Australia	Institut Vatel, France	Asian Institute of Management (EQUIS and AACSB), The Philippines	University of Bradford, UK
Nos.	Awarded by / Module Code	Course Name / Module Names	Course / Module Duration	Albrightson Craig Anthony	Barry Alan Hayes	Cheryll Yong Oi Ling	Isaac Joshua	Pakalapati Venkata Rama Bhadra Raju	Utanes Godofredo Cristobal	Yeong Chee Wah
3.11	NGO301	Negotiations	24 Hours		√		√		√	
3.12	APP301	Managerial Experience	8 weeks		√		√	√		
3.13	PRO301	Public Relations and Advertising	24 Hours	√	√				√	
3.14	GES301	Introduction to Cost Control	50 Hours			√	√	√	√	
3.15	FIS301	Taxation	24 Hours		√				√	
3.16	STA301	Industrial Attachment	6 months	√	√		√	√	√	
4 SDH INSTITUTE Post Graduate Diploma in Hospitality Management			6 Months (FT) 9 Months (PT)							
4.1	HRM400	Human Resource Management	50 Hours (FT), 36 Hours (PT)		√		√		√	
4.2	HPM400	Hospitality Management	50 Hours (FT), 36 Hours (PT)		√		√		√	
4.3	MIT400	Management of International Tourism	50 Hours (FT), 36 Hours (PT)		√		√		√	
4.4	MGA400	Managerial Accounting	50 Hours (FT), 36 Hours (PT)						√	
4.5	MKT400	Marketing	50 Hours (FT), 36 Hours (PT)		√		√		√	
4.6	SAM400	Site Attraction Management	50 Hours (FT), 36 Hours (PT)		√		√		√	
5 SDH INSTITUTE Advanced Diploma in Business Management			9 Months (FT) 12 Months (PT)							
5.1	EBZ203	Economics for Business	50 Hours (FT), 36 Hours (PT)						√	
5.2	HRM202	Human Resource Management	50 Hours (FT), 36 Hours (PT)		√		√	√	√	
5.3	MAC206	Managerial Accounting	50 Hours (FT), 36 Hours (PT)						√	
5.4	ORB205	Organisational Behaviour	50 Hours (FT), 36 Hours (PT)	√	√		√		√	√
5.5	PBL208	Principles of Business Law	50 Hours (FT), 36 Hours (PT)						√	
5.6	PJM207	Project Management	50 Hours (FT), 36 Hours (PT)		√				√	
5.7	QMB204	Quantitative Methods for Business Management	50 Hours (FT), 36 Hours (PT)						√	
5.8	SMM201	Strategic Marketing Management	50 Hours (FT), 36 Hours (PT)		√		√		√	√
6 SDH INSTITUTE Advanced Diploma in Casino Management			9 Months (FT) 12 Months (PT)							
6.1	CAM230	Casino Gaming - Social and Psychological Issues	90 Hours							
6.2	CAM240	Casino Marketing	60 Hours							
6.3	CAM220	Gaming Jurisdiction	60 Hours							
6.4	GBM230	Human Resource Management	60 Hours							
6.5	GBM240	Introduction to Financial Accounting	60 Hours							
6.6	CAM250	Table Games II	120 Hours							
7 SDH INSTITUTE Advanced Diploma in Events Management			9 Months (FT) 12 Months (PT)							
7.1	EBZ203	Economics for Business	50 Hours (FT), 36 Hours (PT)						√	√
7.2	FBM207	Food and Beverage Operations Management	50 Hours (FT), 36 Hours (PT)		√		√	√		
7.3	HRM202	Human Resource Management	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√
7.4	MAC206	Managerial Accounting	50 Hours (FT), 36 Hours (PT)			√		√	√	

SDH INSTITUTE										
DEPLOYMENT OF FULL-TIME ACADEMIC STAFF (COURSES & MODULES)										
HIGHER EDUCATION										
				1	2	3	4	5	6	7
Highest Academic Qualification and the Awarding University				Master of Arts (Philosophy)	Master of Science in Sports Business Management	Bachelor of Business	Master of Training and Development	Master's Degree in International Hotel Management	Master in Business Management	Bachelor of Science in Business Computing
				University of Kwazulu-Natal, South Africa	Sheffield Hallam University, UK	Swinburne University of Technology, Australia	Griffith University, Australia	Institut Vatel, France	Asian Institute of Management (EQUIS and AACSB), The Philippines	University of Bradford, UK
Nos.	Awarded by / Module Code	Course Name / Module Names	Course / Module Duration	Albrightson Craig Anthony	Barry Alan Hayes	Cheryll Yong Oi Ling	Isaac Joshua	Pakalapati Venkata Rama Bhadra Raju	Utanes Godofredo Cristobal	Yeong Chee Wah
7.5	BSE208	Managing Business and Sports Events	50 Hours (FT), 36 Hours (PT)		√				√	
7.6	ORB205	Organisational Behaviour	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
7.7	QMB204	Quantitative Methods for Business Management	50 Hours (FT), 36 Hours (PT)						√	
7.8	STP201	Sustainable Tourism, Planning and Development	50 Hours (FT), 36 Hours (PT)		√		√	√	√	
7.9	PIA109	Industrial Attachment	6 Months				√			
8 SDH INSTITUTE Advanced Diploma in Hospitality and Tourism Management			18 Months (FT) 24 Months (PT)							
8.1	FBO108	Food and Beverage Operations	50 Hours (FT), 36 Hours (PT)		√		√	√		
8.2	FAC105	Financial Accounting	50 Hours (FT), 36 Hours (PT)			√		√	√	√
8.3	HOP107	Hotel Operations	50 Hours (FT), 36 Hours (PT)		√		√	√		
8.4	ITH102	IT in Travel, Tourism and Hospitality Operations	50 Hours (FT), 36 Hours (PT)		√			√	√	√
8.5	MPC103	Marketing Policy, Planning and Communication	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√
8.6	PCP106	Professional Development and Career Planning	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
8.7	SBC104	Service Quality and Business Communication	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
8.8	TTH101	Travel, Tourism and Hospitality	50 Hours (FT), 36 Hours (PT)		√		√	√	√	
8.9	FBM207	Food and Beverage Operations Management	50 Hours (FT), 36 Hours (PT)		√		√	√		
8.10	EBZ203	Economics for Business	50 Hours (FT), 36 Hours (PT)	√					√	√
8.11	HOM208	Hotel Operations Management	50 Hours (FT), 36 Hours (PT)		√		√	√		
8.12	HRM202	Human Resource Management	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√
8.13	MAC206	Managerial Accounting	50 Hours (FT), 36 Hours (PT)			√		√	√	
8.14	ORB205	Organisational Behaviour	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
8.15	QMB204	Quantitative Methods for Business Management	50 Hours (FT), 36 Hours (PT)						√	
8.16	STP201	Sustainable Tourism, Planning and Development	50 Hours (FT), 36 Hours (PT)		√		√	√	√	
8.17	PIA109	Industrial Attachment	6 Months				√			
9 SDH INSTITUTE Diploma in Business Management			9 Months (FT) 12 Months (PT)							
9.1	BIS102	Business Information Systems	50 Hours (FT), 36 Hours (PT)		√				√	√
9.2	CSP107	Corporate Strategy and Planning	50 Hours (FT), 36 Hours (PT)		√		√		√	√
9.3	KRM108	Customer Relationship Management	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√
9.4	FAC105	Financial Accounting	50 Hours (FT), 36 Hours (PT)						√	
9.5	MIO101	Managing in Organisations	50 Hours (FT), 36 Hours (PT)		√		√		√	√

	SDH INSTITUTE									
	DEPLOYMENT OF FULL-TIME ACADEMIC STAFF (COURSES & MODULES)									
	HIGHER EDUCATION									
				1	2	3	4	5	6	7
Highest Academic Qualification and the Awarding University				Master of Arts (Philosophy)	Master of Science in Sports Business Management	Bachelor of Business	Master of Training and Development	Master's Degree in International Hotel Management	Master in Business Management	Bachelor of Science in Business Computing
				University of Kwazulu-Natal, South Africa	Sheffield Hallam University, UK	Swinburne University of Technology, Australia	Griffith University, Australia	Institut Vatel, France	Asian Institute of Management (EQUIS and AACSB), The Philippines	University of Bradford, UK
Nos.	Awarded by / Module Code	Course Name / Module Names	Course / Module Duration	Albrightson Craig Anthony	Barry Alan Hayes	Cheryll Yong Oi Ling	Isaac Joshua	Pakalapati Venkata Rama Bhadra Raju	Utanés Godofredo Cristóbal	Yeong Chee Wah
9.6	MPC103	Marketing Policy, Planning and Communication	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√
9.7	PCP106	Professional Development and Career Planning	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
9.8	SBC104	Service Quality and Business Communication	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
10	SDH INSTITUTE	Diploma in Casino Management	9 Months (FT) 12 Months (PT)							
10.1	HPM102	Business IT	50 Hours (FT), 36 Hours (PT)							
10.2	COP106	Casino Operations	50 Hours (FT), 36 Hours (PT)							
10.3	HPM101	Global Hospitality Industry	50 Hours (FT), 36 Hours (PT)							
10.4	ICM107	Introduction to Casino Management	50 Hours (FT), 36 Hours (PT)							
10.5	ORB205	Organisational Behaviour	50 Hours (FT), 36 Hours (PT)							
10.6	SBC104	Service Quality and Business Communication	50 Hours (FT), 36 Hours (PT)							
10.7	TGO105	Table Games Operations I	50 Hours (FT), 36 Hours (PT)							
11	SDH INSTITUTE	Diploma in Events Management	9 Months (FT) 12 Months (PT)							
11.1	EOM107	Events Management I (Events Operations Management)	50 Hours (FT), 36 Hours (PT)		√		√			
11.2	RME108	Events Management II (Risk Management in Events)	50 Hours (FT), 36 Hours (PT)		√		√			
11.3	FAC105	Financial Accounting	50 Hours (FT), 36 Hours (PT)			√		√	√	√
11.4	ITH102	IT in Travel, Tourism and Hospitality Operations	50 Hours (FT), 36 Hours (PT)		√		√		√	√
11.5	MPC103	Marketing Policy, Planning and Communication	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√
11.6	PCP106	Professional Development and Career Planning	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
11.7	SBC104	Service Quality and Business Communication	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
11.8	TTH101	Travel, Tourism and Hospitality	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√
11.9	PIA109	Industrial Attachment	6 Months				√			
12	SDH INSTITUTE	Diploma in Hospitality Operations	6 Months (FT) 9 Months (PT)							
12.1	FBK101	Food and Beverage Knowledge	45 Hours (FT), 40 Hours (PT)		√		√	√		√
12.2	FBO102	Food and Beverage Operations	45 Hours (FT), 40 Hours (PT)		√		√	√		√
12.3	FHO103	Front Office and Housekeeping Operations	45 Hours (FT), 40 Hours (PT)		√		√	√		√
12.4	FBL104	Food, Beverage, and Labour Cost Control	45 Hours (FT), 40 Hours (PT)				√	√	√	√
12.5	MEC105	Marketing and Hospitality Events Catering	45 Hours (FT), 40 Hours (PT)	√	√		√	√		√
12.6	POC107	Principles of Communication	45 Hours (FT), 40 Hours (PT)	√	√			√	√	√
12.7	PIA109	Industrial Attachment	6 Months							

SDH INSTITUTE											
DEPLOYMENT OF FULL-TIME ACADEMIC STAFF (COURSES & MODULES)											
HIGHER EDUCATION											
				1	2	3	4	5	6	7	
Highest Academic Qualification and the Awarding University				Master of Arts (Philosophy)	Master of Science in Sports Business Management	Bachelor of Business	Master of Training and Development	Master's Degree in International Hotel Management	Master in Business Management	Bachelor of Science in Business Computing	
				University of Kwazulu-Natal, South Africa	Sheffield Hallam University, UK	Swinburne University of Technology, Australia	Griffith University, Australia	Institut Vatel, France	Asian Institute of Management (EQUIS and AACSB), The Philippines	University of Bradford, UK	
Nos.	Awarded by / Module Code	Course Name / Module Names	Course / Module Duration	Albrightson Craig Anthony	Barry Alan Hayes	Cheryll Yong Oi Ling	Isaac Joshua	Pakalapati Venkata Rama Bhadra Raju	Utanés Godofredo Cristóbal	Yeong Chee Wah	
13	SDH INSTITUTE	Diploma in Hospitality and Tourism Management (Teach out by Jan 2018)	9 Months (FT) 12 Months (PT)								
13.1	KRM108	Customer Relationship Management (Elective)	50 Hours (FT), 36 Hours (PT)				√	√	√		
13.2	FBO108	Food and Beverage Operations	50 Hours (FT), 36 Hours (PT)		√		√	√			
13.3	FAC105	Financial Accounting	50 Hours (FT), 36 Hours (PT)					√	√	√	√
13.4	HOP107	Hotel Operations (Elective)	50 Hours (FT), 36 Hours (PT)		√		√	√			
13.5	ITH102	IT in Travel, Tourism and Hospitality Operations	50 Hours (FT), 36 Hours (PT)		√				√	√	√
13.6	MPC103	Marketing Policy, Planning and Communication	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√	√
13.7	PCP106	Professional Development and Career Planning	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√	√
13.8	SBC104	Service Quality and Business Communication	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√	√
13.9	TTH101	Travel, Tourism and Hospitality	50 Hours (FT), 36 Hours (PT)		√		√	√	√		
14	SDH INSTITUTE	Certificate in Business Management	6 Months (FT) 6 Months (PT)								
14.1	IAC	Introduction to Accounting	50 Hours (FT), 36 Hours (PT)						√		
14.2	IBZ	Introduction to Business	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√	√
14.3	IBC	Introduction to Business Communication	50 Hours (FT), 36 Hours (PT)		√		√	√	√	√	√
14.4	IQM	Introduction to Quantitative Methods	50 Hours (FT), 36 Hours (PT)						√		
15	SDH INSTITUTE	Certificate in Foundation Studies	8 Months (FT)								
15.1	CEFLE	English Foundation - Level 1	5 D x 3 Hrs x 6 wks = 90 Hrs	√	√						√
15.2	CEFLP	English Foundation - Level 2	5 D x 3 Hrs x 6 wks = 90 Hrs	√	√						√
15.3	CEFLI	English Foundation - Level 3	5 D x 3 Hrs x 12 wks = 180 Hrs	√	√						√
15.4	CFSI	End-user Computing (IT)	5 D x 2 Hrs x 6wks = 50 Hrs								√
15.5	CFSM	Fundamental Mathematics and Statistics	5 D x 2 Hrs x 6wks = 50 Hrs					√			√
15.6	CFSB	Introduction to Business	5 D x 2 Hrs x 6wks = 50 Hrs	√			√	√			
15.7	CFST	Thinking Writing and Presentation Skills	5 D x 2 Hrs x 6wks = 50 Hrs	√				√			√
16	SDH INSTITUTE	Certificate in Hospitality (Food and Beverage)	6 Months (FT) 9 Months (PT)								
16.1	SITHFAB101	Clean and Tidy Bar Areas	20 Hours				√				
16.2	SITXHRM301	Coach Others in Job Skills	20 Hours				√				
16.3	SITHFAB202	Operate a Bar	20 Hours				√				
16.4	SITXWHS101	Participate in Safe Work Practices	20 Hours				√				
16.5	SITHFAB204	Prepare and Serve Espresso Coffee	20 Hours				√				
16.6	SITHFAB203	Prepare and Serve Non-alcoholic Beverages	20 Hours				√				
16.7	SITHFAB309	Provide Advice on Food	20 Hours				√				
16.8	SITHFAB201	Provide Responsible Service of Alcohol	20 Hours				√				
16.9	XITXCCS303	Provide Service to Customers	20 Hours				√	√			

SDH INSTITUTE										
DEPLOYMENT OF FULL-TIME ACADEMIC STAFF (COURSES & MODULES)										
HIGHER EDUCATION										
				1	2	3	4	5	6	7
Highest Academic Qualification and the Awarding University				Master of Arts (Philosophy)	Master of Science in Sports Business Management	Bachelor of Business	Master of Training and Development	Master's Degree in International Hotel Management	Master in Business Management	Bachelor of Science in Business Computing
				University of Kwazulu-Natal, South Africa	Sheffield Hallam University, UK	Swinburne University of Technology, Australia	Griffith University, Australia	Institut Vatel, France	Asian Institute of Management (EQUIS and AACSB), The Philippines	University of Bradford, UK
Nos.	Awarded by / Module Code	Course Name / Module Names	Course / Module Duration	Albrightson Craig Anthony	Barry Alan Hayes	Cheryll Yong Oi Ling	Isaac Joshua	Pakalapati Venkata Rama Bhadra Raju	Utanes Godofredo Cristobal	Yeong Chee Wah
16.10	SITHFAB307	Provide Table Service of Food and Beverage	20 Hours				√			
16.11	SITXCOM201	Show Social and Cultural Sensitivity	20 Hours				√	√		
16.12	SITHIND201	Source and Use Information on the Hospitality Industry	20 Hours				√	√		
16.13	SITHFSA101	Use Hygienic Practices for Food Safety	20 Hours				√			
16.14	SITHIND301	Work Effectively in Hospitality Service	20 Hours				√	√		
16.15	BSBWOR203B	Work Effectively with Others	20 Hours				√	√		
17	SDH INSTITUTE	Certificate in Travel, Tourism and Hospitality Management	6 Months (FT) 6 Months (PT)							
17.1	IAC	Introduction to Accounting	50 Hours (FT), 36 Hours (PT)						√	
17.2	IBZ	Introduction to Business	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
17.3	IBC	Introduction to Business Communication	50 Hours (FT), 36 Hours (PT)	√	√		√	√	√	√
17.4	ITH	Introduction to Travel, Tourism and Hospitality	50 Hours (FT), 36 Hours (PT)		√		√	√	√	