

# HOSPITALITY MANAGEMENT CERTIFICATE (CAREER)

Program website (<https://www.frederick.edu/programs/hospitality-culinary-tourism/hospitality-management.aspx>)

**Program Manager:** Elizabeth DeRose  
**Email:** [ederose@frederick.edu](mailto:ederose@frederick.edu)  
**Phone:** 301.846.2404

## Program Description

Prepares students for entry-level positions in the hospitality industry. Courses teach knowledge and marketable skills in the area of guest services, hospitality operations, budget and cost controls, management, marketing and human resources. Students will complete a 240-hour practicum (internship) experience. Students will earn several industry certifications such as Serv Safe Food Manager<sup>®</sup> and Certified Guest Service Professional<sup>®</sup>, among others.

## Program Learning Outcomes

- Calculate and/or adjust recipe yields, ingredient and recipe costs, and menu cost using at least two different pricing methods, considering fixed and labor costs.
- Analyze the nutritional composition of a recipe and be able to modify and prepare dishes meeting recognized nutritional guidelines.
- Pass the NRAEF Food Protection Managers ServSafe™ examination and demonstrate industry standards in sanitation, safety, and personal hygiene.
- Exhibit interpersonal skills and respect in the treatment of colleagues and patrons.
- Exhibit knowledge of traditional management theory, leadership and supervisory roles in hospitality.

## Program Requirements

Code	Title	Credits
<b>Departmental Requirements</b>		
BMGT 103	Introduction to Business	3
BMGT 225	Marketing	3
BMGT 227	Principles of Management	3
HCTI 101	Sanitation and Food Safety	2
HCTI 150	Introduction to Hospitality Management	3
HCTI 155	Event Management	3
HCTI 160	Hospitality Operations	3
HCTI 170	Introduction to the Tourism Industry	3
HCTI 220	Food and Beverage Operations	3
HCTI 230	Restaurant Production and Service	4
HCTI 255	Applied Hospitality Management	3
HCTI 265	HCTI Practicum	1
Total Credits		34

## Transfer Note

For more information on careers and transfer, contact the Career and Academic Planning Services office at 301.846.2471 or visit Transfer Services (<https://www.frederick.edu/student-resources/counseling-advising/transfer-services.aspx>).

## Guided Pathway to Success (GPS)

Suggested schedules map your path to degree completion.

Students should meet with an advisor each semester to carefully select and sequence courses based on their specific academic goals and interests. Visit Jefferson Hall or call 301.846.2471 for advising.

Recommended First Semester		Credits
HCTI 101	Sanitation and Food Safety	2
HCTI 150	Introduction to Hospitality Management (7 1/2 week course) (Milestone) <sup>1</sup>	3
HCTI 160	Hospitality Operations (7 1/2 week course) <sup>1</sup>	3
BMGT 103	Introduction to Business	3
Credits		11
Recommended Second Semester		Credits
HCTI 155	Event Management (7 1/2 week course) <sup>1</sup>	3
HCTI 220	Food and Beverage Operations (7 1/2 week course) (Milestone) <sup>1</sup>	3
BMGT 225	Marketing	3
BMGT 227	Principles of Management	3
Credits		12
Recommended Third Semester		Credits
HCTI 170	Introduction to the Tourism Industry (7 1/2 week course) <sup>1</sup>	3
HCTI 230	Restaurant Production and Service	4
HCTI 255	Applied Hospitality Management (7 1/2 week course) <sup>1</sup>	3
HCTI 265	HCTI Practicum <sup>2</sup>	1
Credits		11
Total Credits		34

<sup>1</sup>

Denotes courses that run for 7 1/2 weeks. When two 7 1/2 week courses are listed in the same semester, one is taken the 1st 7 1/2 weeks, the other is taken the 2nd 7 1/2 weeks – they are not taken at the same time.

<sup>2</sup>

HCTI Practicum is a work-based internship requiring a minimum of 240 hours to be completed any time after the 2nd semester.

## Part-time Students

Part-time students should complete courses in the order listed on the pathway. Please contact program manager for questions about part-time status.

Students who take fewer than 15 credits each semester or who require developmental English or Math coursework will need additional semesters to complete their degrees. Summer term and January session classes may help students to make faster progress.

## Pathway Legend

Milestone - courses with the Milestone notation should be taken within the recommend credit range to stay on track for program completion.

Fall, Spring, Summer - courses with a Fall, Spring, or Summer notation indicate the course is offered in the specified semester only.