



## DIPLOMA IN TOURISM AND HOSPITALITY MANAGEMENT



6 months  
Coursework

+



6 months  
Industrial Attachment



Cert No. : EDU-2-2049  
Validity : 08/05/2021 - 07/05/2025

SSTC Institute  
Reg. No. : 200402964R  
Validity : 20/05/2023 - 19/05/2027

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# DIPLOMA IN TOURISM AND HOSPITALITY MANAGEMENT

Qualification awarded by SSTC Institute



## DURATION

6 months coursework  
+ 6 months **Industrial Attachment (IA)\***

## MODULES

1. Introduction to the Tourism and Hospitality Industry
2. Customer Care and Service Quality in the Tourism and Hospitality Industry
3. Tourism and Hospitality Business Environment
4. Cost and Financial Accounting for Hospitality Industry
5. Food and Beverage Operations
6. Accommodation and Front Office Operations
7. Marketing for the Tourism and Hospitality Industry
8. Effective Communication for Tourism and Hospitality

## COURSE SCHEDULE

Monday - Friday  
(15 - 20 hours/week)

## INTAKES

Monthly  
(Please apply at least 4 weeks in advance)

## TEACHER TO STUDENT RATIO

1 : 30

## PROGRAMME FEES (with effect from 1 Jan 2024) (Student's Pass Holder)

Course Fee	S\$	4,388.00
H&S Fee	S\$	200.00
Administrative Fee	S\$	300.00
Assessment Fee	S\$	450.00
Course Materials Fee	S\$	350.00
FPS	S\$	71.10
Application Fee*	S\$	600.00
GST	S\$	572.32
<b>TOTAL</b>	<b>S\$</b>	<b>6,931.42</b>

## (Non-Student's Pass Holder)

**TOTAL** S\$ 5,251.22

\*Non-refundable

Note:

Fees are subject to change without prior notice.

## ATTENDANCE REQUIREMENT

The Immigration and Checkpoints Authority requires Student's Pass holders to maintain an attendance of at least 90%. Students who attended at least 75% of lessons are eligible for a Certificate of Attendance.

## MODE OF DELIVERY

Lectures, interactive tutorials, paired or group learning, practical lessons, drills and other interactive activities that are in line with current best practices to support students' learning.

## GENERAL DRESS CODE

- White long-sleeved shirt + black blazer
- Black long pants [M/F]/black knee-length skirts [F] + black conventional belt
- Red tie
- Black leather shoes [M]/black court shoes [F] with black socks
- Black head-covering (e.g. turban), where applicable, for religious purpose

This professional qualification was developed to prepare students to take on various working roles effectively in the ever changing and challenging tourism and hospitality industry.

The broad range of modules designed to provide students a comprehensive, in-depth understanding of the knowledge required as a professional personnel in the tourism and hospitality business.

The Industrial Attachment (IA) module offers students opportunities to apply what they have learned in class to real-life work situations holding various responsibilities in the tourism and hospitality industry.

## ADMISSION REQUIREMENTS

### AGE

- At least 17 years old on commencement of the course

### ACADEMIC

- Completed at least Year 10 OR 2 GCE 'O' Level Passes or its equivalent

### ENGLISH LANGUAGE

- International students are strongly advised to have an English language proficiency equivalent to IELTS/TOEFL iBT score of 5.5/70

## \*INDUSTRIAL ATTACHMENT (IA) REQUIREMENTS

Students must satisfy the following requirements to be eligible for the Industrial Attachment (IA) component:

### AGE

Must be at least 18 years old on commencement of the IA

### ACADEMIC

Successfully PASSED all 8 modules

### COURSE ATTENDANCE REQUIREMENT

- Maintained their course attendance rate of at least 90%
- Pass an interview/selection process
- Students who do not meet the above requirements OR did not succeed in securing an Industrial Attachment OR were not successful in obtaining approval for the required Work Pass from the Ministry of Manpower, will have to complete a Research Project (12 weeks)

