

HIGHER DIPLOMA IN HOTEL ADMINISTRATION

TABLE 2-COURSE DISTRIBUTION PER SEMESTER

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
A' Semester (30 ECTS)								
1.	Compulsory	Computer Fundamentals I	COM103	3	55'	13	39	6
2.	Compulsory	Food and Beverage Service	HOT116	3	55'	13	39	6
3.	Compulsory	The technique of writing and language studies I	ENG121	3	55'	13	39	6
4.	Compulsory	Introduction to the Hospitality Industry	HOT101	3	55'	13	39	6
5.	Elective	Front Office Management	HOT207	3	55'	13	39	6

B' Semester (30ECTS)								
1.	Compulsory	Food and Beverage Management	HOT202	3	55'	13	39	6
2.	Compulsory	Practical Experience in Food and Beverage Service	HOT118	3	55'	13	39	6
3.	Compulsory	Financial Accounting for the Hospitality Industry	ACC102	3	55'	13	39	6
4.	Compulsory	The technique of writing and language studies II	ENG122	3	55'	13	39	6
5.	Compulsory	Sales Techniques and Processes	SAL101	3	55'	13	39	6
C' Semester(30ECTS)								
1.	Compulsory	Food preparation lab	HOT117	3	55'	13	39	6
2.	Compulsory	Housekeeping Management	HOT206	3	55'	13	39	6
3.	Compulsory	Computer Fundamentals II	COM104	3	55'	13	39	6
4.	Compulsory	Speech and Language practice	ENG211	3	55'	13	39	6
5.	Compulsory	Facilities Management	HOT308	3	55'	13	39	6

D' Semester(30ECTS)

1.	Compulsory	Business Law	LAW311	3	55'	13	39	6
2.	Compulsory	Effective speaking and Advanced Language Practice	ENG212	3	55'	13	39	6
3.	Compulsory	Financial Accounting for the Hospitality Industry	ACC203	3	55'	13	39	6
4.	Compulsory	Marketing Principles	MAR101	3	55'	13	39	6
5.	Elective	Animation	HOT208	3	55'	13	39	6
6.	Elective	Microeconomics	ECO101	3	55'	13	39	6
Practical Training -Industrial Placement (Optional)			HOT311	During Summer break		16	40	6

*Student should choose **ONE** Elective course per semester

E' Semester(30ECTS)

1.	Compulsory	Human Relations/Supervisory Development	HUM201	3	55'	13	39	6
2.	Compulsory	Technology and Innovation in Tourism	HOT407	3	55'	13	39	6
3.	Compulsory	International Management	BUS301	3	55'	13	39	6
4.	Compulsory	Financial Management	ACC308	3	55'	13	39	6
5.	Elective	Tourism Planning and Development	TOU221	3	55'	13	39	6
6	Elective	Macroeconomics	ECO201	3	55'	13	39	6
7	Elective	Cyprus History	CYP111	3	55'	13	39	6

*Student should choose **ONE** Elective course per semester

F' Semester(30ECTS)								
1.	Compulsory	Convention Management and Service	HOT301	3	55'	13	39	6
2.	Compulsory	Food and Beverage Controls	HOT302	3	55'	13	39	6
3.	Compulsory	Final Year Project	HOT307	3	55'	13	39	6
4.	Compulsory	International Marketing	MAR201	3	55'	13	39	6
5.	Elective	Human Resources Management	HUM203	3	55'	13	39	6
6	Elective	Tourism and Hospitality Industry	TOU314	3	55'	13	39	6

*Student should choose **ONE** Elective course per semester

FOUNDATION COURSE

A/A	Course Type	Course Name	Course Code	Periods per week	Period duration	Number of weeks/ Academic semester	Total periods/ Academic semester	Number of ECTS
A' Semester								
1.	Compulsory	ENGLISH GRAMMAR	ENG021	13	55'	13	169	0 (NC)
2.	Compulsory	READING AND WRITING	ENG022	12	55'	13	156	0(NC)
B' Semester								
1.	Compulsory	ENGLISH GRAMMAR	ENG051	10	55'	13	130	0(NC)
2.	Compulsory	VOCABULARY AND COMPREHENSION	ENG052	10	55'	13	130	0(NC)
3.	Compulsory	FIVE STAR ENGLISH	ENG053	5	55'	13	65	0(NC)