



20000 68th Ave W
Lynnwood, WA 98036-5999
www.edcc.edu

Hospitality & Tourism Entrepreneurship & Management Associate of Technical Arts Degree Program Requirements 2011-2012

Student Name _____
Student ID _____

Program Description The Hospitality & Tourism Entrepreneurship and Management ATA Degree will give students a strong foundation in Hospitality and Tourism skills as well as in entrepreneurship and management. Entrepreneurship contributes a significant portion of job creation both nationally and locally. Managing or starting a business requires a unique combination of skills in management, finance, marketing, technology, and communication. The skills learned in this degree, together with work experience, are intended to qualify graduates to enter management in an existing hospitality business or start a new venture.

Degree Outcomes Outcomes for Edmonds Community College degrees and certificates can be found in the online college catalog at the bottom of each degree or certificate. To find specific outcomes, click on the degree or certificate from the program list in the online catalog at <http://catalog.edcc.edu>

Common Course Numbering Changes Please refer to www.edcc.edu/ccn for more information.

Credit/Grade Requirements This ATA Degree requires successful completion of a minimum of **103** credits as outlined. A minimum of 30 credits or one-third of the required credits, whichever is less, must be earned at Edmonds Community College. Students are required to maintain a minimum cumulative grade point average of 2.0 in all college-level courses as well as a minimum grade of 2.5 in all hospitality classes.

Note: Courses approved for transfer from other academic institutions must have a minimum grade of 2.0.

General Education/Related Instruction Requirements Students who complete degrees or certificates of 45 credits or more are required to demonstrate learning in the following general education/related instruction areas: communications, computation/quantitative skills, and human relations/group interaction.

Cultural Diversity Edmonds Community College requires that students earning a degree or certificate of 45 credits or more meet the Cultural Diversity Requirement. Courses that satisfy this requirement are marked as “:CD” on the requirement sheet and/or “Meets Cultural Diversity Requirement” in the quarterly class schedule.

Students are advised to

- Plan their schedule several quarters in advance in order to accommodate courses that are offered only once or twice a year
- Review the college catalog for required course prerequisites and include these in schedule planning
- Communicate with a faculty adviser

Graduation Application A completed Graduation Application form must be submitted to Enrollment Services by the 10th day of the quarter in which the student expects to graduate. Forms are available at Enrollment Services located in Lynnwood Hall, or online at www.edcc.edu/credentials/.

High School Transition Program Students (Tech Prep, College in the High School, Running Start)

It is recommended that high school students who have earned college credit through dual credit programs meet with a college adviser.

Advisers The advisers for this program are

Beth O'Donnell bodonnel@edcc.edu 425-640-1208
Linda Russell lrussell@edcc.edu 425-640-1137

College Resources

Department Website	http://hosp.edcc.edu
Home Page	http://www.edcc.edu
How to Enroll	http://getstarted.edcc.edu
Transfer Center	http://transfer.edcc.edu
Advising appointments	425-640-1458
College Bookstore	http://bookstore.edcc.edu

Course			Qtr	Credit	Grade
I. General Education/Related Instruction Requirements (15 credits)					
Communication Skills – 5 credits					
BSTEC	110	Business Communications:CD	OR	_____	_____
ENGL	100	Introduction to College Writing	OR	_____	_____
ENGL&	101	English Composition I *		5	_____
Computation/Quantitative Skills – 5 credits					
BUS	130	Business Math	OR	_____	_____
MATH	_____	_____	**	5	_____
Human Relations/Group Interaction – 5 credits					
MGMT	100	Human Relations/Organization:CD		5	_____
II. Required Courses (30 credits)					
ACCT	101	Accounting Fundamentals	OR	_____	_____
ACCT&	201	Principles of Accounting I	OR	_____	_____
MGMT	180	Finance-Money Management		5	_____
BSTEC	130	Computer Fundamentals	OR	_____	_____
BSTEC	222	Database (Access)	OR	_____	_____
BSTEC	224	Spreadsheet (Excel)	OR	_____	_____
CIS	100	Introduction to Business Computing		5	_____
MGMT	214	Principles of Management		5	_____
MGMT	260	Small Business Management		5	_____
<i>Select 10 credits from the following</i>					
BUS&	101	Introduction to Business *		5	_____
BUS&	201	Business Law		5	_____
BUS	290	Professional Development Seminar ***	AND	1	_____
BUS	291	Business Internship ***		1-4	_____
MGMT	101	Introduction to E-Commerce		5	_____
MGMT	122	Customer Relations Management		3	_____
MGMT	130	Principles of Marketing		5	_____
MGMT	132	Time Management		5	_____
MGMT	134	Leadership		2	_____
MGMT	220	Human Resource Management		5	_____
MGMT	255	Special Topics		1-5	_____
MGMT	270	Project Management I		5	_____
MGMT	275	Business Strategies		5	_____
III. Required Hospitality/Tourism Courses (55 credits)					
HSPTR	104	Airline Computer Training		5	_____
HSPTR	111	Tours		3	_____
HSPTR	112	Cruises		4	_____
HSPTR	115	North American Geography		5	_____
HSPTR	116	Europe:CD		5	_____
HSPTR	118	East Asia/South Pacific Geography		5	_____
HSPTR	205	Advanced Airline computer Lab		5	_____
HSPTR	206	Airline Tariff/Ticketing		5	_____
HSPTR	207	International Tariffs and Operations		3	_____
HSPTR	220	Ecotourism		5	_____
HSPTR	258	Lodging Management		5	_____
HSPTR	260	Travel Sales		4	_____
HSPTR	284	Hospitality Employment Preparation		.5	_____
HSPTR	285	Hospitality Employment		.5	_____
IV. Career Management (3 credits)					
BSTEC	294	Career Management		3	_____

Explanatory Notes:

- * This course may meet a requirement for an Edmonds Community College AA degree. Business transfer requirements vary by institution. See a transfer adviser for specific information.
- ** Any college-level course in designated department.
- *** These courses should be taken in the last two quarters of your program.

_____ Adviser's Signature	_____ Date	_____ Dean's Signature	_____ Date
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