# HOSPITALITY AND TOURISM MANAGEMENT

# Hospitality and Tourism Management (A.S. Career Path and A.S. to B.S. Degree)

- Bar and Beverage Management Specialization
- · Event Planning and Management Specialization
- · Hotel Operations and Management Specialization
- Restaurant and Food Service Management Specialization
- · Theme Park Specialization

# Associate in Science Degree (CIP# 1252090101)

The Hospitality Industry and its corresponding requirement for trained management employees is expanding. Whether you are interested in learning employable skills for the hospitality industry or upgrading your current talents, Valencia has courses that may interest you. Valencia's Hospitality program combines classroom instruction with on-the-job training to help students move into supervisory and mid-management positions in lodging, Food Service, tourism and hospitality.

This program provides two Career Paths. One that is designated for students who seek immediate employment in the field of Hospitality and Tourism Management and/or a second Career Path for those who plan to utilize the articulated A.S. to B.S. career path to transfer to the University of Central Florida or Florida International University as a junior to complete a four-year Bachelor's degree in Hospitality Administration/Management.

Students are strongly encouraged to consult a Career Program Advisor in the department office for assistance in determining the best education plan for their career goals.

Students wishing to transfer any credits from this program to another institution must accept responsibility for securing approval from the transfer institution.

Although scheduling may not always provide for the following progression of courses, students should use the foundation, intermediate and advanced course sequence as a guide in program planning.

All degree-seeking students must satisfy entry testing requirements and satisfactorily complete all mandatory courses in reading, student success, mathematics, English, and English for Academic Purposes in which the student is placed.

# **Alternative Ways to Earn Credit toward this Degree**

Graduates of specific programs at Orange Technical College and Osceola Technical College, as well as other institutions may be eligible to receive college credit for courses in this program. You may also be eligible to receive credit toward this degree if you have earned one of the approved Gold Standard industry certifications or Career Pathways credit. To learn more about Valencia's award of credit options, visit valenciacollege.edu/transfer-agreements/ (https://valenciacollege.edu/transfer-agreements/). Eligible students should contact the Career Program Advisor in their academic department for more information about the requirements for the award of credit.

# **College Credit Technical Certificates**

The Hospitality and Tourism A.S. degree also offers the following college credit certificate programs. These certificates can put you on the fast-track to reaching your career goals. They are designed to equip you with a specialized skill set for entry-level employment or to upgrade your skills for job advancement. Most can be completed in one year or less, and all of the courses in the certificates are embedded in the A.S. degree. You can earn the certificates as you progress through your A.S. Degree or as a separate, stand-alone credential. Click on the Certificate tab at the top of the page for more information about the certificates that are offered

- · Bar and Beverage Management (18 credits) (CIP# 0252090508)
- Event Planning and Management (24 credits) (CIP# 0252090905)
- · Guest Services Specialist (15 credits) (CIP# 0252090403)
- · Hotel Operations and Management (30 credits) (CIP# 0252090402)
- Restaurant and Food Service Management (30 credits) (CIP# 0252090503)

### Start Right

Degree-seeking students enrolling at Valencia for the first time will have a limited range of courses from which to choose for their first 18 college-level credits. Within the first 18 college credit hours, you will be required to take ENC 1101 (3 credits), and if applicable, SLS 1122 (3 credits) and a mathematics course appropriate to your selected metamajor (3 credits). The remaining courses will be chosen from the General Education Core Courses in humanities (3 credits), science (3 credits), or social science (3 credits), and/or the introductory courses within the A.S. degree programs. For specific courses see the *Foundation Courses* on the "Program Requirements" tab. For course sequencing recommendations, see your Career Program Advisor or create an education plan by logging into Atlas, clicking on the LifeMap tab and clicking My Education Plan.

### **Potential Careers**

- · Guest Services Specialist
- Front Office Supervisor/Manager
- · Dining Room Manager
- · Reservations Supervisor
- · Food & Beverage Manager
- · Lodging Manager/Assistant Manager
- · Event Planner
- · Catering/Sales & Service
- · Convention Services
- · Revenue Manager

# **Salary & Earnings Information**

For career information related to this program, please visit **0\*Net OnLine** (https://www.onetonline.org/).

### **Contacts**

### **Future Students**

To learn more about this program, contact Enrollment Services at enrollment@valenciacollege.edu or 407-582-1507 or visit https://valenciacollege.edu/hospitality-management (https://valenciacollege.edu/hospitality-management/)

### **Current Students**

Your Career Program Advisor contact information can be found in Atlas. Log into Atlas, click on the Courses tab, and check your Academic Profile information to find a link to your Advisor.

#### **Faculty Program Chair**

Craig J. Rapp: 407-582-5617 crapp1@valenciacollege.edu

Internship and Workforce Services

If you need assistance with job resources or in locating an internship, please visit: valenciacollege.edu/internship (https://valenciacollege.edu/ internship/).

# **Career Path in Hospitality and Tourism** Management

This degree is designed for students who seek immediate employment in the field of Hospitality and Tourism Management.

### **Program Outcomes**

- Analyze information for decision making.
- · Identify ethical and legal responsibilities specific to the field.
- · Communicate clearly with technical and non-technical audiences.

#### **Foundation Courses**

HFT 1000	INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY	3
ENC 1101	FRESHMAN COMPOSITION I **~	3
MGF 1130	MATHEMATICAL THINKING (or any Gen. Ed. Core Math) **~	3

Intermediate Courses	8	
HFT 2401	HOSPITALITY INDUSTRY FINANCIAL ACCOUNTING *	3
or ACG 2021C	PRINCIPLES OF FINANCIAL ACCOUNTING	
or APA 1111C	COLLEGE ACCOUNTING	
FSS 1206C	QUANTITY FOOD PRODUCTION FOR HOSPITALITY & RESTAURANT MANAGERS	3
CGS 2100C	COMPUTER FUNDAMENTALS AND APPLICATIONS	3
Humanities	See Gen. Ed. Core Requirement ~	3
Science	See Gen. Ed. Core Requirement ~1	3
POS 2041	U.S. GOVERNMENT	3
or AMH 2020	U.S. HISTORY 1877 TO PRESENT	
<b>Advanced Courses</b>		
HFT 2220	HOSPITALITY HUMAN RESOURCES MANAGEMENT	3
HFT 2210	HOSPITALITY MANAGEMENT AND LEADERSHIP	3
or HFT 2245	GUEST SERVICE MANAGEMENT	
HFT 2500	MARKETING IN THE HOSPITALITY INDUSTRY	3
HFT 2600	HOSPITALITY LAW	3
Specilization Courses	S	21
Total Credit Hours		60

# **Hotel Operations and Management Specialization**

# **Program Outcomes**

· Perform hospitality industry-specific workplace skills, related to hotel operations and management.

<b>Total Credit Hours</b>		21
or Additional Hospitality or Culinary Elective ^		
HFT 2942	INTERNSHIP IN HOSPITALITY AND TOURISM *	3
Electives <sup>^</sup>		6
HFT 2750	THE EVENT INDUSTRY	3
HFT 2461	HOTEL SALES AND REVENUE MANAGEMENT *	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2254	LODGING OPERATIONS	3

# **Event Planning and Management Specialization**

# **Program Outcomes**

· Perform hospitality industry-specific workplace skills, related to event planning and management.

Total Credit Hours		21
or Additional Hospi	tality or Culinary Elective <sup>^</sup>	
HFT 2942	INTERNSHIP IN HOSPITALITY AND TOURISM *	3
Electives <sup>^</sup>		6
FSS 2284	CATERING AND BANQUET MANAGEMENT	3
HFT 2254	LODGING OPERATIONS	3
HFT 2750	THE EVENT INDUSTRY	3
HFT 2040	CONVENTION SERVICES	3

**Theme Park & Attractions Management Specialization** 

# **Program Outcomes**

· Perform hospitality industry-specific workplace skills, related to Theme Park & Attractions Management.

HFT 2756	INTRODUCTION TO THEME PARK AND ATTRACTIONS MANAGEMENT	3
HFT 2630	SECURITY ISSUES IN THE HOSPITALITY INDUSTRY	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2750	THE EVENT INDUSTRY	3
Electives <sup>^</sup>		6
HFT 2942	INTERNSHIP IN HOSPITALITY AND TOURISM *	3
or Additional Hospita	lity or Culinary Elective <sup>^</sup>	

**Total Credit Hours** 21

# Restaurant and Foodservice Management Specialization

# **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to restaurant and foodservice management.

<b>Total Credit Hours</b>		21
or Additional Hospitality or Culinary Elective ^		
HFT 2943	INTERNSHIP IN RESTAURANT MANAGEMENT *	3
Elective <sup>^</sup>		6
FSS 2500	FOOD AND BEVERAGE COST CONTROL	3
HFT 2872C	BEVERAGE MANAGEMENT AND SERVICE	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2021C	BEER, WINE, AND BEVERAGE ESSENTIALS	3

# Bar and Beverage Management Specialization

### **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to bar and beverage management.

<b>Total Credit Hours</b>		21
or Additional Hospita	lity or Culinary Elective <sup>^</sup>	
HFT 2943	INTERNSHIP IN RESTAURANT MANAGEMENT *	3
Elective <sup>^</sup>		3
FSS 2500	FOOD AND BEVERAGE COST CONTROL	3
HFT 2872C	BEVERAGE MANAGEMENT AND SERVICE	3
HFT 2863C	FINE SPIRITS MANAGEMENT AND MIXOLOGY	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2021C	BEER, WINE, AND BEVERAGE ESSENTIALS	3

- + This course must be completed with a grade of C or better.
- \* This course has a prerequisite; check description in Valencia catalog.
- ~ This is a general education course.
- Any HFT or FSS course for which you meet the prerequisites, FOS 2201 Food Service Sanitation Management, or HUN 1004 Healthy Cuisine and Nutrition, TPA 1200 Basic Stagecraft, or TPA 2600 Stage and Production Management\*, or TPA 2343 Computer Assisted Drafting for the Entertainment Industry
- EVR 1001: Introduction to Environmental Science is recommended for hospitality majors.
- <sup>2</sup> This course, HFT 2245, fulfills the hospitality management A.S. Career Path requirement, but it is **not** equivalent to UCF HFT 3540.

# Career Path to B.S. in Hospitality and Tourism Management (Articulated A.S. to B.S.)

This degree is designed for students who wish to transfer to a four-year Florida public university as a junior to complete a Bachelor's degree in Hospitality Administration/Management.

### **Program Outcomes**

- · Analyze information for decision making.
- · Identify ethical and legal responsibilities specific to the field.
- · Communicate clearly with technical and non-technical audiences.

#### **Foundation Courses**

<b>Total Credit Hours</b>		60
Specialization Course	es	18
HFT 2600	HOSPITALITY LAW	3
HFT 2500	MARKETING IN THE HOSPITALITY INDUSTRY	3
HFT 2220	HOSPITALITY HUMAN RESOURCES MANAGEMENT	3
<b>Advanced Courses</b>		
or AMH 2020	U.S. HISTORY 1877 TO PRESENT	
POS 2041	U.S. GOVERNMENT	3
Humanities	See Gen. Ed. Core Requirement ~	3
Science	See Gen. Ed. Core Requirement ~1	3
ECO 2013	PRINCIPLES OF ECONOMICS-MACRO ~	3
STA 2023	STATISTICAL METHODS **~	3
ENC 1102	FRESHMAN COMPOSITION II **~	3
FSS 1206C	QUANTITY FOOD PRODUCTION FOR HOSPITALITY & RESTAURANT MANAGERS	3
or ACG 2021C	PRINCIPLES OF FINANCIAL ACCOUNTING	
HFT 2401	HOSPITALITY INDUSTRY FINANCIAL ACCOUNTING *	3
Intermediate Courses	3	
MAC 1105	COLLEGE ALGEBRA **~	3
ENC 1101	FRESHMAN COMPOSITION I **~	3
HFT 1000	INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY	3

# Hotel Operations and Management Specialization

### **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to hotel operations and management.

<b>Total Credit Hours</b>		18
Electives <sup>^</sup>		6
HFT 2750	THE EVENT INDUSTRY	3
HFT 2461	HOTEL SALES AND REVENUE MANAGEMENT *	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2254	LODGING OPERATIONS	3

# **Event Planning and Management Specialization**

# **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to event planning and management.

<b>Total Credit Hours</b>		18
Electives <sup>^</sup>		6
FSS 2284	CATERING AND BANQUET MANAGEMENT	3
HFT 2254	LODGING OPERATIONS	3
HFT 2750	THE EVENT INDUSTRY	3
HFT 2040	CONVENTION SERVICES	3

# Theme Park & Attractions Management Specialization

# **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to Theme Park & Attractions Management.

<b>Total Credit Hours</b>		18
Electives <sup>^</sup>		6
HFT 2750	THE EVENT INDUSTRY	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2630	SECURITY ISSUES IN THE HOSPITALITY INDUSTRY	3
HFT 2756	INTRODUCTION TO THEME PARK AND ATTRACTIONS MANAGEMENT	3

# Restaurant and Foodservice Management Specialization

### **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to restaurant and foodservice management.

Total Credit Hours		18
Electives <sup>^</sup>		6
FSS 2500	FOOD AND BEVERAGE COST CONTROL	3
HFT 2872C	BEVERAGE MANAGEMENT AND SERVICE	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2021C	BEER, WINE, AND BEVERAGE ESSENTIALS	3

# **Bar and Beverage Management Specialization**

### **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to bar and beverage management.

HFT 2021C	BEER, WINE, AND BEVERAGE ESSENTIALS	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3

Total Credit Hours		18
Elective ^		3
FSS 2500	FOOD AND BEVERAGE COST CONTROL	3
HFT 2872C	BEVERAGE MANAGEMENT AND SERVICE	3
HFT 2863C	FINE SPIRITS MANAGEMENT AND MIXOLOGY	3

- + This course must be completed with a grade of C or better.
- \* This course has a prerequisite; check description in Valencia catalog.
- ~ This is a general education course.
- Any HFT or FSS course for which you meet the prerequisites, FOS 2201 Food Service Sanitation Management, or HUN 1004 Healthy Cuisine and Nutrition, TPA 1200 Basic Stagecraft, or TPA 2600 Stage and Production Management\*, or TPA 2343 Computer Assisted Drafting for the Entertainment Industry
- EVR 1001: Introduction to Environmental Science is recommended for hospitality majors.

#### Notes:

Specialized courses are mostly at the Downtown Campus and may not be offered every session or on every campus.

For students who are pursuing the A.S. to B.S. path, an additional 15 hours of General Education are required to satisfy the required 36 hours for the Bachelor of Science degree. If completing the additional 15 hours at the University, 6 hours will be in Cultural and Historical Foundations (Gordon Rule writing), 3 hours in Science Foundations, 3 hours in Social Science Foundations, and 3 hours in Communications Foundations. It is recommended for students complete their General Education requirements at Valencia prior to transfer. Students are strongly encouraged to speak with an advisor before selecting the additional General Education courses since requirements are different between the two institutions. Please see a Financial Aid advisor so that your enrollment is covered in these courses.

Please note the State University System foreign language admission requirement https://catalog.valenciacollege.edu/degrees/associateinarts/courserequirements/#Foreign\_Language\_Proficiency\_Requirement

Upon earning the Hospitality and Tourism A.S. degree, you can also continue at Valencia to complete the <u>B.A.S. degree in Business & Organizational Leadership (http://catalog.valenciacollege.edu/degrees/bachelorofscience/bas/).</u> Additional education at the bachelor's level can enhance your skills and create more career opportunities.

Students who wish to continue their education should consult with their Career Program Advisor to discuss transfer options and requirements, and determine the best education plan for their career goals. Students wishing to transfer credits from this program to another institution must accept responsibility for securing approval from the transfer institution for acceptance of this degree.

# Hospitality - Bar and Beverage Management

### **Technical Certificate**

This program prepares students for immediate employment in the hospitality and restaurant industry with employable skills in beverage

management and service, beer, wine and beverage essentials, and fine spirits management and mixology.

### **Program Outcomes**

- · Analyze information for decision-making.
- Perform hospitality industry-specific workplace skills, related to bar and beverage management.

HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2021C	BEER, WINE, AND BEVERAGE ESSENTIALS	3
HFT 2863C	FINE SPIRITS MANAGEMENT AND MIXOLOGY	3
HFT 2872C	BEVERAGE MANAGEMENT AND SERVICE	3
Elective (choose two	):	6
FSS 2500	FOOD AND BEVERAGE COST CONTROL	
HFT 2210	HOSPITALITY MANAGEMENT AND LEADERSHIP	
HFT 2245	GUEST SERVICE MANAGEMENT	
HFT 2867C	WINE ESSENTIALS	
FOS 2201	FOOD SERVICE SANITATION MANAGEMENT	
Any HFT course for which you meet the prerequisites		
Any FSS course for	or which you meet the prerequisites	

#### Notes:

**Total Credit Hours** 

Specialized courses are mostly at the Downtown Campus and may not be offered every session or on every campus.

Specialized courses may not be offered every session or on every campus.

This certificate program is eligible for Financial Aid.

# **Hospitality - Guest Services Specialist**

### **Technical Certificate**

This program is designed to prepare students for immediate employment in the hospitality industry in the guest services areas of hotels, resorts, and other hospitality-related sites.

#### **Program Outcomes**

- · Communicate clearly with technical and non-technical audiences.
- Perform hospitality industry-specific workplace skills, related to guest services.

<b>Total Credit Hours</b>		15
Hospitality Electives	A	3
or HFT 2245	GUEST SERVICE MANAGEMENT	
HFT 2210	HOSPITALITY MANAGEMENT AND LEADERSHIP	3
HFT 2254	LODGING OPERATIONS	3
HFT 2220	HOSPITALITY HUMAN RESOURCES MANAGEMENT	3
HFT 1000	INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY	3

Any HFT or FSS course for which you meet the prerequisites, FOS 2201 Food Service Sanitation Management, or HUN 1004 Healthy Cuisine and Nutrition, or TPA 2600 Stage and Production Management\*, or TPA 2343 Computer Assisted Drafting for the Entertainment Industry

#### Notes:

All certificate courses are offered on the Downtown Campus; some courses are offered at other locations.

Specialized courses may not be offered every session or on every campus.

# Hospitality - Hotel Operations and Management

### **Technical Certificate**

This program is designed to prepare students for immediate employment in the hospitality industry in the rooms division of hotels, resorts, and other hospitality-related sites.

### **Program Outcomes**

18

- · Analyze information for decision making.
- · Identify ethical and legal responsibilities specific to the field.
- Communicate clearly with technical and non-technical audiences.
- Perform hospitality industry-specific workplace skills, related to hotel operations and management.

<b>Total Credit Hours</b>		30
Electives <sup>^</sup>		6
HFT 2500	MARKETING IN THE HOSPITALITY INDUSTRY	3
HFT 2461	HOTEL SALES AND REVENUE MANAGEMENT	3
or APA 1111C	COLLEGE ACCOUNTING	
or ACG 2021C	PRINCIPLES OF FINANCIAL ACCOUNTING	
HFT 2401	HOSPITALITY INDUSTRY FINANCIAL ACCOUNTING *	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2254	LODGING OPERATIONS	3
HFT 2600	HOSPITALITY LAW	3
HFT 2220	HOSPITALITY HUMAN RESOURCES MANAGEMENT	3
HFT 1000	INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY	3

- \* This course has a prerequisite; check description in Valencia catalog.
- Any HFT or FSS course for which you meet the prerequisites, FOS 2201 Food Service Sanitation Management, or HUN 1004 Healthy Cuisine and Nutrition, TPA 1200 Basic Stagecraft, or TPA 2600 Stage and Production Management\*, or TPA 2343 Computer Assisted Drafting for the Entertainment Industry

#### Notes:

All certificate courses are offered on the Downtown Campus; some courses are offered at other locations.

Specialized courses may not be offered every session or on every campus.

This certificate program is eligible for Financial Aid.

# Hospitality - Event Planning and Management

### **Technical Certificate**

This program is designed to prepare students for immediate employment in the hospitality industry with employable skills in the events planning area of hotels, resorts, convention centers and other hospitality-related sites.

### **Program Outcomes**

 Perform hospitality industry-specific workplace skills, related to event planning and management.

<b>Total Credit Hours</b>		24
Hospitality Elective <sup>^</sup>		3
HFT 2750	THE EVENT INDUSTRY	3
HFT 2500	MARKETING IN THE HOSPITALITY INDUSTRY	3
HFT 2254	LODGING OPERATIONS	3
HFT 2220	HOSPITALITY HUMAN RESOURCES MANAGEMENT	3
HFT 2040	CONVENTION SERVICES *	3
HFT 1000	INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY	3
FSS 2284	CATERING AND BANQUET MANAGEMENT	3

- \* This course has a prerequisite; check description in Valencia catalog.
- Any HFT or FSS course for which you meet the prerequisites, FOS 2201 Food Service Sanitation Management, or HUN 1004 Healthy Cuisine and Nutrition, TPA 1200 Basic Stagecraft, or TPA 2600 Stage and Production Management\*, or TPA 2343 Computer Assisted Drafting for the Entertainment Industry

### Notes:

All certificate courses are offered on the Downtown Campus; some courses are offered at other locations.

Specialized courses may not be offered every session or on every campus.

This certificate program is eligible for Financial Aid.

# **Restaurant and Foodservice Management**

### **Technical Certificate**

This program is designed to prepare students for immediate employment in the hospitality industry in the food and beverage areas of hotels, resorts, and theme parks as well as in other hospitality-related sites.

### **Program Outcomes**

- · Analyze information for decision-making.
- · Identify ethical and legal responsibilities specific to the field.
- · Communicate clearly with technical and non-technical audiences.
- · Perform restaurant industry-specific workplace skills.

HFT 1000	INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY	3
HFT 2220	HOSPITALITY HUMAN RESOURCES MANAGEMENT	3
HFT 2600	HOSPITALITY LAW	3
HFT 2261	RESTAURANT AND FOODSERVICE MANAGEMENT	3
HFT 2500	MARKETING IN THE HOSPITALITY INDUSTRY	3
HFT 2021C	BEER, WINE, AND BEVERAGE ESSENTIALS	3
HFT 2872C	BEVERAGE MANAGEMENT AND SERVICE	3
FSS 2500	FOOD AND BEVERAGE COST CONTROL	3
Electives (choose two):		6
HFT 2245	GUEST SERVICE MANAGEMENT	
HFT 2210	HOSPITALITY MANAGEMENT AND LEADERSHIP	
HFT 2863C	FINE SPIRITS MANAGEMENT AND MIXOLOGY	
HFT 2867C	WINE ESSENTIALS	
FOS 2201	FOOD SERVICE SANITATION MANAGEMENT	
HUN 1004	HEALTHY CUISINE/ NUTRITION	
HFT 2630	SECURITY ISSUES IN THE HOSPITALITY INDUSTRY	
HFT 2750	THE EVENT INDUSTRY	
Any HFT course for which you meet the prerequisites		
Any FSS course for which you meet the prerequisites		

### Notes:

**Total Credit Hours** 

All certificate courses are offered on the Downtown Campus; some courses are offered at other locations.

30

Specialized courses may not be offered every session or on every campus.

This certificate program is eligible for Financial Aid.