MINISTRY OF EDUCATION AND TRAINING **NAM CAN THO UNIVERSITY**	**SOCIALIST REPUBLIC OF VIETNAM** **Independence - Freedom - Happiness**

UNIVERSITY-LEVEL TRAINING PROGRAMS
BACHELOR OF HOTEL MANAGEMENT

Program Name: Hotel Management Training Program

Training level: University (4 years)

Training fields: Hotel Management

CODE: 7810201

Type of training: Formal university

1. Description of the training program

1.1. Introduction to the training program

The Bachelor of Hotel Management training program in Hotel Management has sufficient knowledge, skills, political qualities, ethics, professional manners, and good health to be able to work effectively in the fields related to Hotel Management**.**

1.2. General information about the training program

Program Name	Hotel Management
Training industry code	7810201
Degree schools	Nam Can Tho University
Name of diploma	Bachelor of Hotel Management
Training level	University
Number of credits required	129
Forms of training	Regular
Duration of training	4 years
Subjects of enrollment	High school graduates
Rating scale	4
Graduation requirements	- Accumulate a sufficient number of modules and the volume of the training program reaches 129 credits; - An overall cumulative GPA of 5.0 or higher; - Meet the outcome standards of English and computer proficiency according to the general regulations of the University; - Meet the outcome standards of soft skills and professional skills; - Have a Defense Education certificate – Security and completion of conditional modules.
Job Placement	- Personnel from staff to middle manager, reception department, restaurant department, bar, chamber department, sales department, relationship and customer care department, human resources, administration, and accounting department at hotels, resorts, and

	accommodation businesses; - Personnel from employees to middle managers of the sales department, sales department, customer care department, human resources, administration, and accounting department at other manufacturing, trading, and service enterprises; - Officials and employees of state management agencies, and non-governmental organizations related to hotels.
Advanced learning	It is possible to continue master's studies at home and abroad.
Reference programs	Undergraduate training program in Hotel Management University of Economics and Finance, Ho Chi Minh City University of Technology HCMC, Hue University.
Update time	07/2022

1.3. Training objectives

1.3.1. General objectives

- Training high-quality human resources with good political, moral, and health qualities; Having knowledge, skills, and responsible working attitude to be able to independently or cooperatively work in the field of tourism business – hospitality and the environment with foreign elements.

1.3.2. Specific objectives

M1 Equips knowledge to build political qualities, patriotism, and national pride, consciously protect and promote the nation's tourism resources, and be responsible for serving the community and customers**.**

M2 Equips basic knowledge in management sciences, social sciences and humanities, economics, general business administration, and business administration in the field of tourism, hotels, and restaurants.

M3 Ensuring the optimization of beneficial socio-economic impacts, and environmental protection, towards sustainable development in tourism – hotel business.

M4 Apply management knowledge about human resources, finance, facilities, and business plan – marketing, development, supply, and quality assurance of products – services in hotel business establishments.

M5 Form the ability to self-study and self-study in the professional field, thereby developing corresponding competencies in both lives and guiding those around them, thereby changing and improving social life.

2. Duration of training: 4 years

3. Full-course knowledge load: 129 credits (excluding Physical Education and Defense - Security Education modules), distributed as follows**:**

S.No	Knowledge Base	Number of Subjects	Number Credits
I	**General Education Knowledge** *(without physical education and defense and security education)*	**18**	**36**

I.1	Social sciences, humanities, and political theory		9	19
I.2	Natural Sciences		3	9
I.3	Foreign language		3	9
II	**Professional Education Knowledge**		**32**	**93**
II.1	- Industry Base Knowledge		11	32
II.2	- Industry knowledge		19	49
II.3	- Graduate Internship, Graduation Thesis Course		2	10
	Total mass		**50**	**129**

4. Subjects of enrollment:

- Admission is based on the results of the national high school graduation examination or the academic record of studying at the high school level according to a combination of subjects by discipline and admission throughout the country.

5. Training process, graduation conditions

5.1. Training process

- Implement regulations on formal university and college training according to the current credit system and training regulations of Nam Can Tho University.

5.2. Graduation requirements:

- Students who complete the training program are considered for graduation and recognized for graduation according to article 27 of the training regulations under the credit system.
- Achieve English and Informatics proficiency according to the general regulations of the University (on Informatics from modules 01 to 06 of the skill standards for using information technology according to Circular 03/2014/TT-BTTTT)
- Obtained the Certificate of Defense and Security Education; Physical education; Soft Skills and Professional Skills.
- Assessment of department and module grades shall comply with articles 22 and 23 of the training regulations under the credit system.
- Academic year ranking and graduation ranking shall comply with articles 14 and 28 of the training regulations under the credit system.

6. Program contents

S.No	Code	Knowledge / Courses Name	Number of credits				Number of episodes			
			Sum	Th	Pr	CP	Sum	Th	Pr	CP
I	**General Education Knowledge**		**36**	**35**	**1**		**570**	**540**	**30**	
I.1		*Social sciences, humanities, and political theory*	*18*	*18*			*285*	*285*		
		* Compulsory courses	*14*	*14*			*225*	*225*		
1	2030039	Philosophy	2	2			30	30		
2	2030041	Scientific socialism	1	1			15	15		
3	2030040	Political economy	2	2			30	30		
4	2030002	Ho Chi Minh Thought	2	2			30	30		
5	2030003	History of the Communist Party of Vietnam	3	3			45	45		
6	1130001	General legislation	2	2			30	30		

S.No	Code	Knowledge / Courses Name	Number of credits				Number of episodes			
			Sum	Th	Pr	CP	Sum	Th	Pr	CP
7	1130002	General psychology	2	2			30	30		
		Optional (choose 2 of 4 Subjects)	*4*	*4*			*60*	*60*		
8.1	2130056	Vietnamese Cultural Foundations	2	2			30	30		
8.2	2130059	General logic	*2*	*2*			*30*	*30*		
8.3	1130047	Professional ethics	2	2			30	30		
8.4	1130048	General sociology	2	2			30	30		
I.2	*Natural Sciences*		*9*	*8*	*1*		*150*	*120*	*30*	
9	2030060	Advanced Math	3	3			45	45		
10	2030061	Probability theory and mathematical statistics	3	3			45	45		
11	130024	Basic informatics	3	2	1		60	30	30	
I.3	*Foreign language*		*9*	*9*			*135*	*135*		
12	2030057	Basic English 1	3	3			45	45		
13	2030058	Basic English 2	3	3			45	45		
14	2030059	Basic English 3	3	3			45	45		
I.4	*2030010*	*Physical education*	*3*		*3*		*90*		*90*	
I.5	*2030011*	*Defense and Security Education*	*8*		*8*		*165*		*165*	
II	**Professional Education Knowledge**		**93**	**68**	**25**					
II.1	*Industry Base Knowledge*		*32*	*32*						
A	*Compulsory courses*		*30*	*30*			*450*	*450*		
15	330001	Microeconomics	3	3			45	45		
16	330002	Macroeconomics	3	3			45	45		
17	430001	Governance Studies	3	3			45	45		
18	430003	Basic Marketing	3	3			45	45		
19	330004	Accounting principles	3	3			45	45		
20	530001	Travel overview	3	3			45	45		
21	530002	Tourism culture	2	2			30	30		
22	530003	Visitor psychology	3	3			45	45		
23	530004	Tourism Law	2	2			30	30		
24	430023	Human resource management	3	3			45	45		
25	430025	QT Administrative Office	2	2			30	30		
B	*HP elective (choose 1 of 3 subjects):*		*2*	*2*			*45*	*15*	*30*	
26.1	430024	Public relations	2	2			45	15	30	
26.2	530007	Teamwork skills	2	2			45	15	30	
26.3	530006	Communication skills	2	2			45	15	30	
II.2	*Industry knowledge*		*51*	*36*	*15*					
A	*Compulsory courses*		*47*	*32*	*15*					

S.No	Code	Knowledge / Courses Name	Number of credits				Number of episodes			
			Sum	Th	Pr	CP	Sum	Th	Pr	CP
27	430027	Organizational behavior	2	2			30	30		
28	430028	Management Information Systems	2	2			30	30		
29	530008	Tourism Marketing	3	3			45	45		
30	530029	Receptionist	2	2			30	30		
31	530030	Practice Receptionist	3		3		90		90	
32	530031	Chamber and room operations	2	2			30	30		
33	530032	Practice Chambers and Rooms	3		3		90		90	
34	530033	Hotel Security	3	3			45	45		
35	530028	Practice hotel management software	3		3		90		90	
36	530034	Management of hotel facilities and techniques	3	3			45	45		
37	530037	Service Quality Management	3	3			30	30		
38	530036	QT invests in restaurants and hotels	2	2			30	30		
39	530035	QT Hotel Business	2	2			30	30		
40	530039	Travel Business Administration	2	2			30	30		
41	2030060	Specialized English 1	3	3			45	45		
42	2030061	Specialized English 2	3	3			45	45		
43	530041	Cognitive Practice	3		3		135		135	
44	530042	Professional internship	3		3		135		135	
B	*Elective module (choose 2 of 4 subjects):*		*4*	*4*			*60*	*60*		
44.1	530038	Tourism management	2	2			30	30		
44.2	530040	International payments	2	2			30	30		
44.3	530048	Receptionist Management	2	2			30	30		
44.4	530049	Chamber and room administration	2	2			30	30		
II.3	*Graduate*		*10*		*4*	*6*	*510*		*240*	*270*
45	530045	Graduate Internship	4		4		240		240	
46	530046	Graduation thesis course	6			6	270			270
Alternative modules for the graduation thesis:										
47.1	530043	Event and conference management	3	2	1		60	30	30	
47.2	530044	Customer Relationship Management	3	2	1		60	30	30	

S.No	Code	Knowledge / Courses Name	Number of credits				Number of episodes			
			Sum	Th	Pr	CP	Sum	Th	Pr	CP
		Grand Total	**129**	**103**	**20**	**6**				

Note (*) number of credits not credited to the program

7. Instructional plan (Tentative)

S.No	Code	Course name	Number of credits				Notes
			Sum	Th	Pr	CP	
SEMESTER 1							
1	2030039	Philosophy	2	2			
2	2030060	Advanced Math	3	3			
3	2030061	Probability theory and mathematical statistics	3	3			
4	130024	Basic informatics	3	2	1		
5	2030057	Basic English 1	3	3			
6	2030010	Physical Education 1	1		1		
7	2030011	Defense and Security Education	*8*				165 lessons
		Total	*14*	*14*			
SEMESTER 2							
1	1130001	General legislation	2	2			
2	2030040	Scientific socialism	1	1			
3	1130002	General psychology	2	2			
4	2030058	Basic English 2	3	3			
5	330001	Microeconomics	3	3			
6	2030040	Political economy	2	2			
7	2030010	Physical Education 2	1		1		
		***Optional** (choose 2 of 4 subjects)*	*4*	*4*			x
7	2130056	Vietnamese Cultural Foundations	2	2			x
8	2130059	General logic	*2*	*2*			x
9	1130047	Professional ethics	2	2			x
10	1130048	General sociology	2	2			x
		Tổng cộng	*17*	*17*			
SEMESTER 3							
1	2030002	Ho Chi Minh Thought	2	2			
2	2030059	Basic English 3	3	3			
3	330002	Macroeconomics	3	3			
4	430001	Governance Studies	3	3			
5	430003	Basic Marketing	3	3			
6	430025	Office administration	2	2			

S.No	Code	Course name	Number of credits				Notes
			Sum	Th	Pr	CP	
7	*2030010*	Physical Education 3	*1*		*1*		
		Optional (choose 1 of 3 subjects):	*2*	*2*			x
8	430024	Public relations	2	2			x
9	530007	Teamwork skills	2	2			x
10	530006	Communication skills	2	2			x
		Total	*18*	*18*			
		SEMESTER 4					
1	530001	Travel overview	3	3			
2	330004	Accounting principles	3	3			
3	2030003	Revolutionary line of the Communist Party of Vietnam	3	3			
4	530003	Visitor psychology	3	3			
5	530002	Tourism culture	2	2			
6	530004	Tourism Law	2	2			
7	430027	Organizational behavior	2	2			
		Total	*18*	*18*			
		SEMESTER 5					
1	430023	Human resource management	3	3			
2	530008	Tourism Marketing	3	3			
3	530029	Receptionist	2	2			
4	530031	Chamber and room operations	2	2			
5	2030060	Specialized English 1	3	3			
6	530034	Management of hotel facilities and techniques	3	3			
		Optional (choose 1 of 2 Subjects):	*2*	*2*			
7	530048	Receptionist Management	2	2			
8	530049	Chamber and room administration	2	2			
		Total	*18*	*18*			
		SEMESTER 6					
1	430028	Management Information Systems	2	2			
2	530030	Practice Receptionist	3		3		
3	530032	Practice Chambers and Rooms	3		3		
4	530028	Practice hotel management software	3		3		
5	530036	Restaurant and hotel investment management	2	2			
6	530035	Hotel Business Administration	2	2			
7	2030061	Specialized English 2	3	3			
		Total	*18*	*9*	*9*		

S.No	Code	Course name	Sum	Th	Pr	CP	Notes
			Number of credits				**Notes**
SEMESTER 7							
1	530033	Hotel Security	3	3			
2	530037	Service Quality Management	3	3			
3	530041	Cognitive Practice	3		3		
4	530042	Professional internship	3		3		
*Optional (choose 1 of 3 Subjects):			*2*	*2*			
5	530038	Tourism management	2	2			x
6	530039	Travel Business Administration	2	2			x
7	530040	International payments in tourism	2	2			x
Total			*14*	*8*	*6*		
SEMESTER 8							
1	530045	Graduate Internship	4		4		
2	530046	Graduation thesis course	6			6	
3	530039	Travel Business Administration	2				
		Graduation thesis replacement module:					
4	530043	Event and conference management	3	2	1		
5	530044	Customer Relationship Management	3	2	1		
Grand Total			*12*				

(*) If the student is not eligible to undertake the graduation thesis, alternative modules will be taken.

8. Program implementation guide

8.1. For Faculties and Departments:

- The Faculty of Professional Management is responsible for reviewing and presiding over the compilation of detailed outlines of modules in the knowledge base of sectors, disciplines, and majors in accordance with the credit volume of this program. Provide lists of textbooks, lectures, and reference materials of all modules to the University Library and store them at the Faculty Office. At the beginning of each semester, coordinate with units of the University to implement the training plan on schedule.

- Assign lecturers with master's degrees or higher (in the same discipline or related major) to teach theoretical modules, and provide detailed module outlines to lecturers to ensure that they follow the general teaching plan of the University.

- Academic advisors must thoroughly understand the entire credit-based curriculum to guide students through modules.

8.2 For Lecturers:

- When teachers are assigned to teach one or more modules, it is necessary to carefully study the contents of the detailed module outline to prepare lectures and appropriate teaching facilities and supplies.

- Teachers must fully prepare lectures, curriculum resources, and learning materials and provide them to students to prepare before class.

- Organizing seminars, focusing on organizing group study and guiding students to make essays, projects, and lecturers to determine transmission methods; Giving presentations in class, guiding discussions, solving problems in class, and in the lab, and guiding students in writing

- Paying attention to developing students' self-study and self-research abilities during the course of teaching and guiding practice.

- Attention should be paid to the logic of imparting and acquiring blocks of knowledge, prescribing prerequisite modules of compulsory modules, and preparing teachers to meet the requirement of teaching elective modules.

8.3 For students:

- Advice from an academic advisor must be consulted to select modules to suit progress. You must study the lesson yourself before going to class to easily absorb the lecture. Adequate class time must be ensured to listen to the lecturer's instructions. Self-discipline in self-study and self-research, at the same time actively participating in group learning, and attending all seminars.

- Proactively and actively exploit resources online and in the school's library to serve self-study, self-research, and graduation projects. Strictly implement regulations on examination, examination, and evaluation.

- Regularly participate in mass and cultural activities to practice communication skills and understanding of society and people.

8.4. Material foundations and equipment for teaching and practice and internship:

- Theoretical classroom system with traditional equipment, equipped with teaching support tools (projector).

- Computer labs are installed with software for basic computer training.

- The hotel management practice room is equipped with appropriate machines, equipment, and tools.