

PROGRAMME TITLE	NQF	SAQA ID	CREDITS
HIGHER CERTIFICATE IN HOSPITALITY	5	TBA	130

DESCRIPTION

The purpose of the Higher Certificate in Hospitality provides students with the fundamental knowledge, conceptual and interpersonal skills to prepare them for an entry level role or a career in public or private hospitality settings, and to teach theory and principles that will develop students into competent individuals that can assist organisations to reach their mission and goals.

This qualification is the start of a career path in Hospitality. The skills, value attributes, and knowledge reflected in this qualification are building blocks that will prepare students for progression along the learning ladder.

This programme will contribute to the full development of the student within the Hospitality environment by providing recognition and further mobility within the field. The qualification supports the philosophy of life-long learning because students will be able to increase their access to employment since this programme also caters for individuals who are employed but lack the certification to perform efficiently or to be promoted.

On successful completion of the programme, graduates will be able to seek positions in both public and private institutions. Graduates will have obtained the capabilities to perform in hospitality, tourism, retail, administration, customer relations, reception, guest relations, and other business-related functions.

CAREER FIELDS

With this qualification, successful learners could pursue a career as a:

- Hotel Receptionist
- Front Office Assistant
- Guest Relations Officer
- Guest Services Officer
- Reservations Consultant
- Reservations Clerk
-

PROGRAMME OUTLINE

1 st Year, 1 st Semester				1 st Year, 2 nd Semester			
Module	Module Code	Credits	NQF	Module	Module Code	Credits	NQF
Business Management Fundamentals		12	5	Business Communication		10	5
Hospitality Management		18	5	Entrepreneurship		8	5
Food and Beverage Management		8	5	Hygiene and Safety		8	5
Front Office Operations for Hospitality		14	5	Hospitality Management Practice		14	5
End User Computing for Hospitality for Hospitality		8	5	ELECTIVE: Choose 1 Languages for Hospitality A: isiZulu OR Languages for Hospitality B: French OR Languages for Hospitality C: German		8	5
Hospitality House Keeping and Maintenance		14					



PROGRAMME TITLE	NQF	SAQA ID	CREDITS
HIGHER CERTIFICATE IN HOSPITALITY	5	TBA	130

Service Excellence for Hospitality		8					
		82				48	

All modules are compulsory. 130 credits are required to obtain the qualification. 11 modules are compulsory. In addition, the student can choose a minimum of 1 language elective from the list of 3 options. The student requires 130 credits to obtain the certificate.

TYPE OF PROGRAMME

The programme duration is 1 year on a full-time basis, or 2 years on a part-time basis. Tuition is face to face and is scheduled per campus. Programmes are offered during the week on a full-time and part-time basis. Part-time tuition is scheduled as per the stipulated planner.

ADMISSION REQUIREMENTS

The minimum entry requirement for the Higher Certificate in Hospitality is the following:

National Senior Certificate:

- A complete with NSC with at least certificate endorsement and a pass in English

Senior Certificate:

- A complete with SC with in English

National Certificate (Vocational) NCV Level 4:

- a minimum of 40% in Communication or English

LEARNER MATERIAL

Prescribed textbook lists will be provided by the academic department at your campus. Students will receive electronic versions of the study guides for this programme.

PRICING

Enquire at the Berea College of Technology campus for a current programme pricelist.

ADDITIONAL COSTS

Students must make provision for additional items such as textbooks, stationery, supplementary examinations, research costs and printing of study guides etc.

EXAMINATION AUTHORITY

All Examinations are set by Berea College of Technology.

CERTIFICATION

On successful completion of the programme, the student will receive a Berea College of Technology Higher Certificate in Hospitality.

ARTICULATION

The successful student would have obtained sufficient credit to further their studies at other institutions permitting them. Students can further their learning both horizontally, diagonally, and vertically.

Vertical articulation may be pursued at other public and private institutions, for example to the Diploma in Hospitality Management or Bachelor of Commerce in Hospitality Management offered at UNIVEN or NMU or the Diploma in Hospitality Management offered at CPUT, UJ, WSU and similar diploma and degree qualifications offered at other universities.

Horizontal articulation may be pursued at other public and private institutions, for example to the Higher Certificate in Catering or the Higher Certificate in Tourism or related qualifications offered at BCT or Higher Certificate in Hospitality and Leisure Studies, Higher Certificate in Tourism or other certificates offered at Durban University of Technology or Diploma qualifications in related fields or Higher Certificate in Hospitality Management offered at PHS.

Diagonal articulation may be pursued at other public and private institutions, for example to the Bachelor of Commerce or other Diplomas/Degrees offered at BCT, or Diploma in Catering Management or the Diploma in Tourism or the Diploma in Management Sciences (all specializations) the offered at DUT or other BCom, Diploma qualifications in Hospitality, Catering



PROGRAMME TITLE	NQF	SAQA ID	CREDITS
HIGHER CERTIFICATE IN HOSPITALITY	5	TBA	130

or Tourism and related fields offered at UP, UZ or UJ or cognate National or Occupational Certificates in Hospitality and related fields on the OQSF.

FURTHER STUDIES

Please enquire at the nearest Berea College of Technology campus for the prospectus containing post-certificate studies. Admission to further your studies at a different institution remains the prerogative of each institution and its academic council.

DISCLAIMER

The information contained in this fact sheet is accurate at the time of printing. However, factors beyond Berea College of Technology control (such as environmental, regulatory or technical changes) may cause the contents of this fact sheet or of the programme to change. In the event of any such change, Berea College of Technology will formally notify current learners. All possible measures will be taken to minimise inconvenience to learners.

Name of Learner: I....., hereby acknowledge that I understand the information stated in this document and fully comprehend the specifics explained above pertaining to this qualification.

Signature of Learner:

Name of Legal Guardian:
(if applicable)

Signature:

Name of Sales Consultant:

Signature:

Name of Head of Department:

Signature:

Date:

* Please note the original signed copy should be kept on the learner record file.

