

POSTGRADUATE DIPLOMA (PgD) IN HOSPITALITY AND TOURISM

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POSTGRADUATE DIPLOMA (PgD) IN TOURISM AND HOSPITALITY MANAGEMENT

The PgD in Tourism and Hospitality Management course will equip you with higher level academic skills that you will be able to apply in a vocational context in the hospitality and tourism sectors. It will also provide you with the knowledge you need to be able to successfully undertake senior responsibilities. The objectives of the Postgraduate Diploma in Hospitality and Tourism Management course are:

- To understand the interrelationship between the hospitality and tourism sectors.
- To explore the strategic issues in business development, rather than operational level issues.
- To secure employment at senior supervisory / management level.
- To secure progression on to the dissertation stage of an MSc degree.

The PgD can act as an access course to an MSc Top Up. Students who complete the CTH Postgraduate Diploma in Hospitality and Tourism Management can complete a 60 credit dissertation with the University of Sunderland leading to the award of the University of Sunderland MSc degree in Tourism and Hospitality.

Whether you decide to take the CTH Postgraduate Diploma in Hospitality and Tourism Management as a **stand-alone programme** or as an **access course** to an MSc, you will significantly enhance your management expertise in key areas of the hospitality and tourism sectors.

If you are a **university graduate** with a UK recognised degree and relevant work experience, then the PgD programme at Oxford House College is a challenging way to enhance your CV, develop your education and further your career.

Is this course for me?

The PgD in Hospitality and Tourism Management course helps you build on your **existing knowledge and skills** whilst introducing you to a range of **business and management concepts**. It will equip you with the skills and knowledge you need to be able to successfully undertake **senior level responsibilities**.

As such, this course is ideal for both **recent graduates or those with 3 or years relevant work experience** as well as more experienced professionals.

Entry Requirements:

- A UK recognised Undergraduate University Degree
OR
- **At least 3 years** work experience in the hospitality and/or tourism sector at supervisory level or above.
PLUS
- IELTS certificate (with a score of **at least 6.0**) for non-native English speakers.

Recognised international equivalents of these qualifications are acceptable. Please send a **CV** with your application.

Start Dates:

- February / June / October

Course Location:

- London

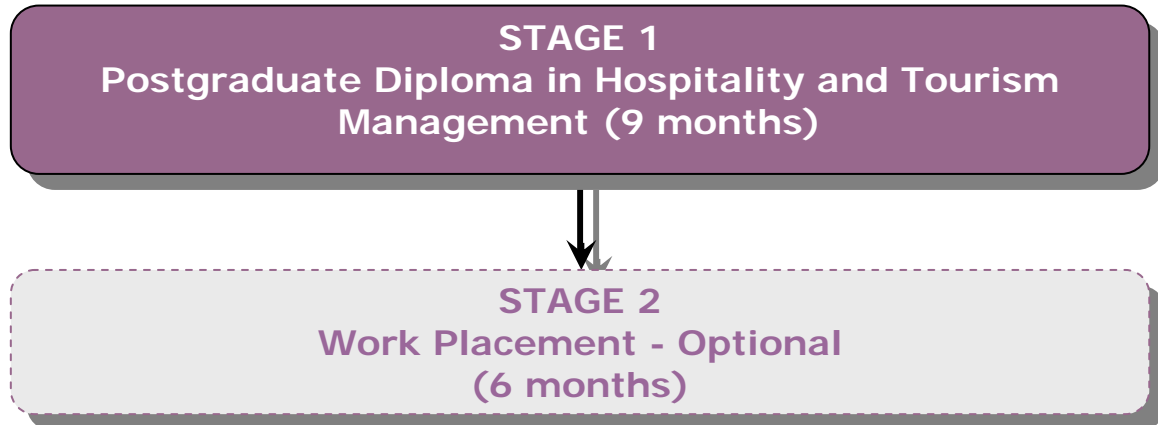
Study Method:

- Full Time

Awarding Bodies:

- Confederation of Tourism and Hospitality

PROGRESS CHART



STAGE 1

**POSTGRADUATE DIPLOMA (PgD) IN HOSPITALITY
AND TOURISM MANAGEMENT
(9 MONTHS)**

Course Modules:

1. Hospitality and Tourism Marketing Strategies
2. Management and Leadership Across Cultures
3. Hospitality and Tourism Strategic Planning

Plus one of the two following options:

4. Managing Hospitality and Tourism Projects
5. Research Methods for Hospitality and Tourism Managers

STAGE 2
WORK PLACEMENT
(6 MONTHS - optional)

This is the perfect opportunity to practise what you have learnt so far in **real life situations**, plus you will gain the important experience employers prefer when they choose between job applicants. Work placement is a great way to **enhance your CV** and can be a **foot in the door** to your dream job. Many Oxford House College students have impressed their employers so much that they have been offered **permanent jobs** after they have graduated.

Put simply, companies want people who can start working **from day one**, so the more you know before you start, the better your chances of being considered for a full time job after you graduate.

Oxford House College will arrange a placement for you in an area related to business.

The types of task you will do vary between employers but will range from **shadowing** (literally following someone around to learn how they do their job) to more **general roles** such as office management activities or even a **specific role** on a particular project.

We cannot guarantee payment for work placements but employers usually pay the **minimum wage** to cover the student's living expenses. Please remember that the main objective is for you to **gain valuable experience**. You will receive support from Oxford House College throughout your work placement.

FREQUENTLY ASKED QUESTIONS

1. How can I enrol?

You will have to fill out the School of Management Application Form, which can be downloaded from our website at:

http://www.oxfordhousecollege.co.uk/info/management/SMC_CourseApplicationForm.pdf

We will also require your **CV and copies of all your relevant educational qualifications.**

The next step is to return your completed form to us through one of the following methods:

- **Post:**
Admissions
School of Management
Oxford House College
30 Oxford Street
London, W1D 1AU
England
- **Email:**
admissions@oxfordhousegroup.com
- **Fax:**
+44 (0) 20 7323 4582

We aim to process your application within 1 week but please remember to allow more time if you sent your application form to us by post.

Once we have processed your application form we will send you a "**Conditional Acceptance Letter**" to confirm your enrolment. If you are applying for a student visa you have to pay the minimum amount we require before we can send you a Confirmation of Acceptance for Studies (CAS).

2. How much do I have to pay as a minimum deposit?

If you are not paying the full fees, there is a minimum deposit of £2500 (gbp).

3. How can I pay?

You can pay by cheque, credit card, bank transfer or in cash.

Our bank details are:

Lloyds TSB Bank
32 Oxford Street
London
W1AD 1AX

Bank Sort Code: 30-98-71
Account Number: 0017708
Account Name: Oxford House College
SWIFT/BIC code: LOYDGB21006
IBAN Code: GB37 LOYD 3098 7100 0177 08

4. Can I apply for a scholarship?

We do offer a limited number of scholarships/awards to selected students in the form of a fee reduction of up to £2,000 per annum. Scholarships will be available to selected students who have demonstrated academic excellence during their previous studies at Oxford House College.

5. How long do I need to study for?

You can complete the PgD in Hospitality and Tourism Management in **9 months** without the work placement or in **15 months** with the work placement.

You can finish your studies after the **PgD** or you can continue to the **MSc Top Up** depending on what you feel your education and employment needs are. The **CTH PgD in Hospitality and Tourism Management** can lead to the **University of Sunderland MSc in Tourism and Hospitality** by means of a **dissertation**.

6. What is the attendance policy at Oxford House College?

In order to comply with various regulations, we expect our students to attend all of their classes throughout their course. Teachers will keep a record of each student's attendance throughout each term.

You will be marked absent if you arrive more than 20 minutes late for class or leave the class more than 20 minutes early. You are only allowed to be absent for a maximum of 2 class sessions per module.

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Students are sent a first warning letter if they fail to attend 2 consecutive sessions. They are required to explain the reason for their absence within 5 days of the warning letter being issued – if this explanation is not received a second warning letter is sent to the student.

In the case of Visa nationals, the second letter informs students that as they have not contacted us with regard to their absence we have to contact the Home Office to report this.

In the case of non-visa students, the second warning letter explains to the student that they will be deregistered from the College if they make no contact with the College to explain their absence within 5 days of the letter being issued.

If you are ill or have an emergency, you need to inform your teacher who will excuse you from the class.

7. Can Oxford House College give me a place to stay while I study?

If you need accommodation while you study we offer a choice of **Hostel accommodation or Homestay** with a host family at affordable prices. We want your stay to be special so our Accommodation Officers are trained to find you a place that suits your lifestyle.

8. What qualifies as a full-time student?

A course of 15 hours per week or more qualifies as a full-time course. To meet this requirement, students must attend all the modules as set out in their course timetable.

9. Is this college accredited to support me if I am on a student visa?

A large proportion of our students come from other countries and are applying for a student visa at the time they enrol with us, so we are fully aware of the UK Home Office's requirements.

Oxford House College has been licensed by the UK Border Agency to enrol international students under Tier 4 of the Points Based System. Our visa Sponsor Licence Number is **OU191CHF9**.

Oxford House College is **fully accredited by the** British Accreditation Council (**BAC**), the **British Council** and **UCAS** (registration number 40445), and is a member of the **Education UK Partnership**.

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Please note that we are **not authorised** to offer any advice on visa requirements and apart from providing you with your Confirmation of Acceptance for Studies (CAS), we do not offer any further visa assistance.

Please consult **immigration solicitors** who can give you expert advice on visa applications or you can contact the UK Home Office or your local UK Embassy for advice on visa requirements.

Useful Links:

- You can find more information on UK visas and entry clearance at www.ukvisas.gov.uk
- Visit the Home Office website on Immigration and Nationality for more information about extending your student visas & other visa categories at <http://www.homeoffice.gov.uk/passports-and-immigration/visas/>
- You can find out information on visa processing times and procedures from the Foreign & Commonwealth office at <http://www.fco.gov.uk> and a list of British Consulates worldwide can be found at <http://www.fco.gov.uk/servlet/Front?pagename=OpenMarket/Xcele/ShowPage&c=Page&cid=1007029395231>

10. What is CTH?

The Confederation of Tourism and Hospitality (CTH) was established in 1982 to provide recognised standards of vocational and management syllabi, examinations and awards appropriate to the needs of the hotel and travel industries. CTH works with approved centres worldwide and is acknowledged by leading hotel and travel industry organisations. Indeed, CTH are the only established specialist professional body in the UK focusing on the training needs of new entrants to the hospitality and tourism industries.

Oxford House College is accredited to offer CTH academic and professional qualifications.



11. What kind of job can I look for after the course?

Students of the **PgD in Hospitality and Tourism Management** can benefit from enhanced career prospects in a **senior business role** in the hospitality and tourism sectors.

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Alternatively, those students who would like to further their academic development in this field may go on to apply for an MSc.

12. What do the course fees include?

Course fees include lectures, study guide, access to modern computer facilities and internet access plus Wi-Fi internet connection if you have your own laptop.

They do not include examination, re-sit or exemption fees, maintenance costs or additional study materials. You will have to purchase the prescribed textbook for each module.

13. Do I need to pay a registration fee?

We do charge a registration fee which is **included in your course fee**. However, if you request a refund because your visa was refused or any other valid reason, we will refund the fees you have paid to date **less a £100 registration fee**.

For further information please contact:

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