

## Diploma in Travel Operations

The Diploma in Travel Operations combines practical and theoretical learning ensuring that graduates are well grounded with knowledge, skills and competencies required in the travel industry characterised by continuous changes in technology and motivations for travel. The course sets a firm foundation for those aspiring to establish careers or become entrepreneurs in the travel industry

### Programme Details:

The programme consists of core (required) and elective modules as indicated below. Some modules may have pre-requisites (i.e may require students to pass another module or set of modules first). Some modules may be co-requisite (such modules are required to be taken together). The number at the end of the module in parenthesis indicates the credit load of the module. 1 credit is equal to 10 hours of learning (guided, in-class and independent combined); therefore a 10 credit module requires an average of 100 hours of learning from the student.

### Core Modules:

- C5-CS1-17: Communication and Study Skills (10)
- A5-PA1-14: Principles of Accounting (20)
- B5-FUE-20: Fundamentals of Entrepreneurship (10)
- C5-CE1-20: Computers and its Essentials 1 (10)
- D5-AWB-20: Academic writing for business research (10)
- H5-FRO-17: Front Office and Reservations Operations (10)
- H5-IAT-21: International Air Travel Industry (10)
- H5-TAM-21: Travel Agency Management (10)
- H5-WD1-21: World Travel Destinations 1 (20)
- A6-CAF-17: Computerized Accounting (10)
- B6-MIE-21: Microeconomics (10)
- H6-CST-21: Customers Service for the Travel and Tourism Industry (10)
- H6-TTI-21: The Travel and Tourism Industry (10)
- H6-TRE-21: Travel law and Ethics (10)
- H6-WD2-21: World Travel Destinations 2 (20)
- H6-STO-21: Sustainable Travel Operations (20)
- H6-TOM-21: Tour Operations Management (10)
- H6-WBT-21: Web Based Applications in Travel (10)
- H6-PT1-21: Procedures for ticketing and reservations 1 (20)
- H6-MTR-21: Marketing for Travel (10)
- H6-PT2-21: Procedures for ticketing and reservations 2 (20)
- H6-TOG-21: Tour Guiding (10)

- B7-HRM-20: Principles for Human Resources (10)
- H7-PPR-21: Professional Practice

### Elective Modules:

Select one from the following:

- H6-TRG-21: Travel Geography (10)
- H6-CIT-21: Contemporary Issues in the travel Industry (10)

### Recommended full-time study path (3 years):

#### Semester 1

- H6-TTI-21, C5-CS1-17, A5-PA1-14, C5-CE1-20, B6-MIE-21

#### Semester 2

- H5-WD1-21, B7-HRM-20, H5-FRO-17, H6-TRE-21, A6-CAF-17

#### Semester 3

- H6-WD2-21, H6-STO-21, H6-TOM-21, D5-AWB-20

#### Semester 4

- H5-IAT-21, H6-CST-21, B5-FUE-20, H6-WBT-21, H6-PT1-21

#### Semester 5

- H6-MTR-21, H5-TAM-21, H6-PT2-21, H6-TOG-21, **elective** (One of H6-TRG-21, H6-CIT-21)

#### Semester 6

- H7-PPR-21

### Admissions Criteria:

**1)** The typical entry requirement is NCQF Level IV, BGCSE or other equivalent secondary school qualification with a minimum grade of 'D' in five subjects. In addition, English and Mathematics should be among the qualifying subjects with at least grade "D"; OR Certificate IV (TVET Certificate), NCQF level 4 in related fields of Travel and Tourism

**2)** Applicants in possession of Certificate V, NCQF levels 5 (General Education or TVET).

Certificate V holders may be granted exemptions based on the relevance of the subjects.

**3)** Applicants in possession of Diploma (NCQF Level VI) or equivalent qualification in a related field such as Tourism or Hospitality Management.

**4)** Applicants in possession of NCQF Level 5, Certificate V qualification in Travel and Tourism or a related discipline can progress into Diploma in Travel Operations with exemptions based on Credit Accumulation and Transfer System (CATS).

**5)** Applicants that do not meet the above criteria but possess relevant industry experience a minimum of 2 years will be considered through recognition of prior learning (RPL).

**6)** For enquiries and more information please visit our website: [www.bothouniversity.com](http://www.bothouniversity.com)