

## TRAVEL SERVICES MANAGEMENT • Certificate

### LOWELL CAMPUS - DAY

✓	COURSE #	COURSE TITLE	CREDITS	PREREQUISITES
_____	BU 1123	Business Communications	3	EN 1103
_____	BU 1146	Tourism Geography	3	Eligible for EN 1103
_____	BU 1241	Cooperative Field Experience I	3	Completion of at least 12 credits in the student's degree or certificate program with a minimum GPA of 2.0 or higher and eligible for EN 1103
_____	BU 4125	Sales Principles	3	EN 2103 or higher placement
_____	BU 6102	Keyboarding <b>or</b>	3	EN 2103 or higher placement
_____	CA_____	Computer Applications Elective*		
_____	BU 9101	Travel Services Management	3	
_____	BU 4135	E-Commerce Marketing <b>or</b>		
_____	BU_____	Business Elective	3	
_____	BU 9105	Conference and Convention Planning	3	
_____	EN 1103	English Composition I	<u>3</u>	EN 1101 or higher placement
			<b>27</b>	

\*CA 1100 will not satisfy this requirement

### Program Description:

The Travel Services Management certificate program provides students with entry-level skills and knowledge of the travel services industry. It includes hands-on training in industry-standard computerized travel reservations systems. The Cooperative Field Experience is a key component of the program, giving students real industry experience and a related course focused on career development and workplace issues.

### Career and Transfer Outlook:

Graduates of the program find entry-level employment in travel agencies, airline reservation offices and corporate travel departments. Most of the course work completed as part of the Travel Services Management certificate applies to the Hospitality Management associate degree program. Many students who complete the Travel Services certificate continue on in a part-time or full-time basis to complete the Hospitality associate degree.

### Helpful Hints:

Students are encouraged to begin taking courses aimed at completing their English requirement immediately upon entering the college. Also, students who place into reading courses on the college placement test should complete that requirement without delay.