



**HTMI**

*The School of International Hotel  
and Tourism Management*

Switzerland



2006-2007

**Courses and Application Details**



Ian R. J Larmour  
Managing Director

## Dear Parents and Students.

Welcome to HTMi. This catalogue gives all required details about our courses and how to apply. Of course if you have any questions please contact the school directly by email, visit our web-site at [www.htmi.ch](http://www.htmi.ch), or contact one of our authorized representatives world-wide.



Mark Denzler,  
Principal

All courses are taught in English. HTMi offers a wonderful blend of the prestigious Swiss-style Certificate, Diploma, Higher Diploma, and Postgraduate Diploma education, followed by a top quality internationally recognized degree from leading universities in the UK and the USA. University Degrees are available on our international hotel campus in Soerenberg, Switzerland or by transfer to the UK and the USA.



Rohit Bhatia,  
Director Marketing

Swiss diploma education is recognized as being at the leading edge amongst hotel schools world-wide. Our system is particularly valued by hotel companies who recognize our balance of training and education, so that students at graduation are ready to work. Here at HTMi International Hotel Campus is Soerenberg we have this wonderful Swiss diploma education in a real traditional Swiss hotel environment, giving HTMi students a very big advantage for training and academic success.



Dagmar Sitt,  
Vice Principal



HTMi courses and school are recognized by the Gemeinde Fluehli UNESCO Biosphere, Kanton Luzern; accredited by the British Accreditation Council; and HTMi is a member of HCIMA, the Hotel and Catering International Management Association.



Accredited by British  
Accreditation Council



Hans Von Rotz,  
BA Course Director

Since our courses are taught in English, we also offer students a Bachelor or Masters Degree from English speaking universities in the UK and USA. These Degrees can be completed at HTMi in Soerenberg, awarded by the UK Universities. Alternatively students may transfer in the final year to UK or USA to complete their Degree there.



At HTMi the Bachelor Degree is awarded by the University of Ulster, UK. In terms of students enrolled, University of Ulster

is the UK's eight largest university. It enjoys a leading rank for hotel management in the UK and has a strong international reputation for its quality of teaching and learning in hotel management education. The UK Government Quality Assurance Agency, during its most recent quality audit, gave University Ulster a score in the top three universities for teaching and learning quality for hotel and tourism education.



Queen Margaret University College

The MBA in Hospitality Management is awarded by the Queen Margaret University, one of the top 3 MBAs in Hotel Management in the UK. QMUC is one of the oldest and most prestigious education institutions in the UK,

with its origins in hospitality and catering. The MBA is taught in Switzerland, jointly by HTMi and QMUC. The degree is awarded by QMUC. In 2005 QMUC was awarded the title of Top UK Higher Education Institution, in the UK Sunday Times University Guide 2005.



Birmingham  
COLLEGE OF FOOD, TOURISM, CREATIVE STUDIES  
A College Accredited by The University of Birmingham

Holders of HTMi's Postgraduate Diploma in Hotel and Tourism Management also have the option to transfer to BCFTCS in Birmingham UK,

to complete a choice of two Masters Degrees. These degrees are awarded by Birmingham University. Our students can also transfer to Johnson and Wales University, USA.



Ultimately our mission for all students is "come as a student, leave as a manager". International hotel and leisure Companies visit HTMi campus twice each year to interview and recruit students. Some of these hotel companies are shown on this page, there are many others.

This catalogue contains a section on undergraduate courses for high school leavers, then a section on postgraduate courses for holders of Bachelor Degrees or the HTMi Postgraduate Diploma. Finally there is a section about school fees, work placement details, cancellations and refunds and how to apply.

*On behalf of all students, staff, and our representatives world-wide.  
Welcome to HTMi.*



INTERCONTINENTAL  
HOTELS & RESORTS



NOVOTEL PEACE BEIJING





# UNDERGRADUATE COURSES

Applicants must be 17+ years old. HTMi will recognize all international high school pass certificates as entry to Year One. In addition, HTMI requires students to reach it's required English level by interview/HTMi test or have TOEFL 450 or IELTS 5 or equivalent HTMi English Placement Test Score. Applicants must be sincerely interested in a career in the international hotel and tourism industry.

## YEAR ONE

Certificate in International Hotel and Tourism Operations

Academic Study (20 weeks)

Work Placement/Internship (20-24weeks)

## YEAR TWO

Diploma in International Hotel and Tourism Management

Academic Study (20 weeks)

Work Placement / Internship (20-24 weeks)

## YEAR THREE

Higher Diploma in International Hotel and Tourism Management (20 weeks)

Bachelor of Arts (Honours) Degree in Hotel & Tourism Management (24 weeks)



The University of Ulster is scored by the UK Government Quality Assurance Agency as among the top 3 for excellence in teaching and learning in hotel and Tourism management education.

## **CERTIFICATE INTERNATIONAL HOTEL AND TOURISM OPERATIONS**

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	Contact Hours
Tourism Studies	40
Hotel Studies	40
Quantitative Studies	20
Information Technology (Computing)	20
Food and Beverage Production & Service (Practical)	80
Food and Beverage Production & Service (Theory)	40
Introduction to Accounting	40
Business English & Study Skills 1	40
German Language 1	80
<b>TOTAL</b>	<b>400</b>

## **DIPLOMA IN INTERNATIONAL HOTEL AND TOURISM MANAGEMENT**

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Hotel & Resort Management	40
Introduction to Economics	40
Introduction to Marketing	40
Food and Beverage Production & Service Management	60
Front Office Operations	20
Organization Studies	40
Managing People	40
Business English & Study Skills 2	40
German 2	80
<b>TOTAL</b>	<b>400</b>

## **HIGHER DIPLOMA IN INTERNATIONAL HOTEL AND TOURISM MANAGEMENT**

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Housekeeping Management	40
Customer Behavior	40
Management Personnel & Employee Relations	40
Destination Marketing	40
Asia & Pacific Tourism (Integrative Project)	40
Convention & Group Management	40
Management Accounting	40
Restaurant Management (Supervision)	20
Front Office Management	40
Business English & Study skills 3	40
Integrative Project (Food Festival)	20
<b>TOTAL</b>	<b>400</b>

## **BACHELOR OF ARTS DEGREE (HONOURS) IN HOTEL AND TOURISM MANAGEMENT**

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International Tourism	48
Strategic issues	48
Marketing Management	48
Financial Management	48
Research Paper	20
Environment Issues in Business or Leisure Studies	48
<b>TOTAL</b>	<b>260</b>

HTMi reserves the right to make changes to the course and application details at any time



## POSTGRADUATE COURSES

### TWO YEAR PROGRAMME:

20+ years old. HTMi will accept students with a degree in any discipline, or HTMi will consider students without a degree who have at least three years appropriate experience in the hotel and tourism industry and have suitable academic qualifications. HTMi requires students to reach its required English level by interview / HTMi test, or have TOEFL 500 or IELTS 5.5 or equivalent HTMi English Placement Test Score.

### YEAR ONE

Postgraduate Diploma in International Hotel and Tourism Management

Academic Study ( 20weeks)  
Work Placement / Internship (20-24 weeks)

### YEAR TWO

MBA in Hospitality Management ( in Switzerland )

Academic Study ( 20weeks)  
Work Placement / Internship (20-24 weeks)  
Dissertation completed by year-end



Queen Margaret University College  
EDINBURGH

### OR

Masters of Arts Hospitality Management (in UK)  
Masters of Arts Tourism Business Administration ( in UK)



**Birmingham**  
COLLEGE OF FOOD, TOURISM, CREATIVE STUDIES  
A College Accredited by the University of Birmingham

### ONE YEAR MBA PROGRAMME:

20+ years old plus holders of Postgraduate Diploma in Hotel and Tourism Management or Bachelor Degree (honours) students in any discipline (including international equivalent, or students with substantial hotel and tourism experience and a higher education qualification. HTMi requires students to reach required English level by interview / HTMi test or have TOEFL 550 or IELTS 6.0

MBA in Hospitality Management (in Switzerland)

Academic Study ( 20weeks)  
Work Placement / Internship (20-24 weeks)  
Dissertation completed by year-end



Queen Margaret University College  
EDINBURGH




## POSTGRADUATE DIPLOMA IN INTERNATIONAL HOTEL AND TOURISM MANAGEMENT

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Food and Beverage Management (Theory)	40
Food and Beverage Management (Practical)	60
Front Office Operations and Management	40
Housekeeping Management	40
Tourism	40
Hotel Studies	40
Destination Marketing	40
Accounting	40
Managing Personnel and Employee Relations	40
Business English	20
Management Principles	20
German Language	80
Integrative Project	20
TOTAL	520

## MBA IN HOSPITALITY MANAGEMENT

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Research Methods for Business	 20
Strategic Management	 40
Contemporary Issues in the Hospitality Industry	 40
Accounting and Finance for Service Industries	40
Managing Service Organisations and People	40
Marketing	40
Human Resource Development	40
Hospitality Operations	40
Plus Dissertation of 13000-15000 words	20
TOTAL	320

For students with no prior hospitality education, subjects from HTMi Postgraduate Diploma may be offered in Operations Management, practical skills, Tourism / Hotel Studies and German.

The MBA is taught in Switzerland by HTMi and Queen Margaret University College staff. The subjects marked with QMUC logo are taught by QMUC with a mixture of teaching visits to HTMi, on-line support and additional HTMi tutor support. Students will write a dissertation of between 13000-15000 words on a topic of international importance supervised directly by QMUC either on-line or in the UK at Queen Margaret University. The dissertation allows each MBA student to focus on a particular part of the international hotel and tourism industry, in which they are interest in starting their career.



Council on Hotel, Restaurant  
and Institutional Education

HTMi reserves the right to make changes to the course and application details at any time

*Switzerland, a beautiful place to study, live and relax.*



### **Work Placement**

During the second half of each year for the Certificate, Diploma and Postgraduate Diploma, HTMi will place students in hotels and restaurants in Switzerland for 20 weeks. The students will receive minimum gross wages worth Sfr 2075 per month from which a minimum tax is deducted. In addition, the employer will normally deduct an amount to cover food, accommodation and insurance. On average students should expect to keep a minimum of Sfr 1000 per month for pocket money.

### **Bank Details**

Account Number: 01-02-503836-10  
Account Name/Beneficiary: "HTMi"  
Bank Address:  
Luzerner Kantonalbank, Schuepfheim, Switzerland



## COURESE FEES (Swiss Francs)

	Undergraduate Courses (Certificate, Diploma and Higher Diploma)	Bachelor Degree and Postgraduate Diploma	MBA
Tuition (20 weeks)	14,500	16,500	18,000
Food (20 weeks)	2,000	2,000	2,000
Accommodation (20 weeks)	2,000	2,000	2,000
Total Fees per Course	18,500	20,500	22,000
Plus Student Deposit* per Course	3,000	3,000	3,000
Students Work Placement Wages (20wks)	10,000	10,000	10,000

## 2006 -2007 TIMETABLE ( HTMi has 2 start dates each year)

### ACADEMIC

Start	end
28 Aug 2006	19 Jan 2007
29 Jan 2007	22 Jun 2007
27Aug 2007	18 Jan 2008

### WORK PLACEMENT

5-6 Months

## Application Procedure and Visas

To apply, students must complete an HTMi application form and enclose: 5 passport size photographs; copies of school certificates or diplomas awarded; and work testimonials (if any). After receiving the application, HTMi may issue a Letter of Offer to the student. To receive the Letter of Acceptance, the student must then send the Student Deposit directly to HTMi. The Letter of Acceptance is used to apply for the visa.



## Arrival in Switzerland

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All courses start on a Monday. Students should plan to arrive one or two days in advance, either on the Saturday or the Sunday. Students will arrive either at Zurich Airport or Luzern Main Railway Station. If students inform the school about the date and time of arrival they will be met and transported to the school. If students arrive on the Saturday or Sunday before the school starts they will be picked up free of charge. If students arrive after the course starts they will be picked up at an extra charge which will be notified to them in advance. On arrival at HTMi, all students will be checked into their rooms and will be given a short telephone call, free of charge, to confirm to their parents their safe arrival in Switzerland.

## Student Deposit

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The student deposit of Sfr 3000 is non-refundable and additional to the fees and is to be paid for each of the Certificate, Diploma, Higher Diploma, Bachelor Degree, Postgraduate Diploma and MBA courses. Students may obtain a statement about this deposit at any time. The school will, at its discretion, charge to this account payments made for such things as: health insurance (which is compulsory in Switzerland); insurance in the school; textbooks and class materials; registration fee; permit and visa fees (in Switzerland) breakages and losses; contributions to school excursions; and Value Added Tax. During each course students are required to keep the balance of this account above Sfr 200. If it falls below this amount, the students will be asked to top the account up to Sfr 400. The balance, if any, of the account will be returned to the student at the end of each course.

## Cancellations and Refunds

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- ◆ 100% refund of all fees and the Student Deposit, if 3 months or more notice is given by written fax to HTMi before the course starts, (or if a student's visa is refused).
  - ◆ 50% refund of all fees and the Student Deposit, if between 2 and 3 months notice is given by written fax to HTMi before the course starts.
  - ◆ 10% refund of all fees and the Student Deposit if between 1 and 2 months notices is given by written fax to HTMi before the course starts.
  - ◆ 0% refund of all fees and the Student Deposit received after the course starts.
  - ◆ HTMi may charge an administration fee of Sfr 250 for each refund.
- All refunds will be made within 30 days of notification of cancellation from the student.

HTMi reserves the right to make changes to the course and application details at any time

[www.htmi.ch](http://www.htmi.ch)



**Agent Representative contact:**

Ludhiana Office:

**Bikam Overseas Placement & Study Services**

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