

Events & Conventions Management Diploma

Student Program Plan 2014-2015



Student Information

Name:

ID#:

Tel:

Email:

Admission Information

High School

Canadian student

Transfer:

International student

Initial Assessment by:

Date:

Notes

Date of Graduation

IMPORTANT NOTES

- *This file is an important document designed to assist you in your academic planning and tracking.*
 - *As programs change over time, this version is what you need to complete for graduation.*
 - *When meeting with advisors, this form will be a requested document. Please keep it updated.*

GETTING STARTED

If you have little experience with computers, take a few of our introductory computer courses (COMP 1010-1080) to familiarize yourself with Microsoft application software as there is no computing course designated in the Tourism Management Diplomas.

CURRICULUM & REGISTRATION

The Resort & Hotel, Events & Conventions, and Sport Event Management Diplomas are available for fall semester intakes. Students are not encouraged to apply for a winter start as course availabilities and prerequisites will not transition well, most often resulting in course conflicts and an additional semester of study.

Registration is automatically generated due to the prescribed nature of the curriculum. In areas in which there is an option in your program, you will be contacted to state your preference. If you are studying part-time, or starting in a semester other than fall, you will be involved in planning and registering for your courses, as the standard schedule will not apply to you.

It is your responsibility to check over your course registration to ensure that you are meeting your program requirements and to make changes where necessary. Some courses have prerequisites that you will need to meet in order to progress to the next level. Do your best in every class that you have to complete the diploma in a two year time frame!

ADVANCE CREDITS

- Should you meet the requirements to receive exemption from MATH 1100, you will be required to make up the 3 credit with an elective of your choice.
- Transfer credits can be granted on course work from other institutions up to a maximum of 30 credits. To initiate a transfer credit assessment, contact the Admissions department.
- Prior Learning Assessment is a process that assesses knowledge and skills to grant credit for non-academic learning that has taken place. http://www.tru.ca/prior_learning.html

GENERAL

All students have the option to pursue Global Competency and the Leadership in Environmental Sustainability Certificates. Either program allows students to earn formal recognition for either their intercultural and international experiences, or for their knowledge, skills, values, and attitudes that contribute to environmental sustainability. Global Competency: <http://www.tru.ca/global.html> Environmental Sustainability: http://www.tru.ca/ctl/supporting_students/Leadership_in_Environmental_Sustainability.html.

The Student Leadership Program is a non-credit certificate program offered free to any student who would like to develop and reach their leadership potential: <http://www.tru.ca/studentervices/truleaders.html>

You are able to ladder your completed diploma into the Bachelor of Tourism Management. To do this, you must apply to the BTM. You will receive credit for all your diploma level courses, beginning the BTM with third year standing.

Academic advising is available to assist you in making informed decisions that will enhance your educational experience. Advising is mandatory for 3rd and 4th year Canadian students and all International students for course planning/approvals (not to be confused with registration). To learn about timetables & registration, tutorials are available at the following site: <http://www.tru.ca/advising/onlinehelp.html>. The podcasts are also very informative.

EVENTS AND CONVENTIONS MANAGEMENT DIPLOMA

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CGPA (Cumulative Grade Point Average) = 2.0 or greater for graduation.

YEAR ONE		
Fall Semester 2014		
Course	Course Title	
CMNS 1810-01	Business, Professional and Academic Composition	
EVNT 1100-01	The World of Events	
MATH 1100-02 and S02	Finite Math with Applications	
TMGT 1110-01	Introduction to Tourism	
TMGT 1160-02	Organizational Leadership in Tourism	

YEAR TWO		
Fall Semester 2015 (schedule fits Fall 2014)		
Course	Course Title	
ECON 1220-03	Intro to Basic Economics	
EVNT 2100*-01	Conference Management	
EVNT 2260*-01	Managing Festivals & Events	
TMGT 2010*-01	Financial Operations Control in Tourism	
TMGT 2250*-01	Hospitality Law	

Winter Semester 2015		
ACCT 1000-01	Financial Accounting	
HMGT 1110*-01 and L01	Catering & Service Management	
JOUR 2060*-04	Introduction to Multimedia	
TMGT 1140-01	Human Resources Management	
TMGT 1150-02	Marketing & Customer Service	

Winter Semester 2016 (schedule for Winter 2015)		
EVNT 2070*-01	Staging Special Events	
EVNT 2170*-01	Fundraising for Non-Profit Organizations	
EVNT 2500*-01	Field Experience (approx. \$600 activity fee)	
HMGT 2120*-01	Hotel Sales & Service	
TMGT 2590*-01	Entrepreneurship	

OTHER NOTES:

- ❑ Before graduating and in order to receive the Events and Conventions Management Diploma, students must complete & document 500 hours of relevant work experience in the tourism industry. Submit reference letters to your Program Coordinator.

*Courses with designated prerequisites (outside of program admission requirements)

- HMGT 1110 requires Serving It Right & FoodSafe
- JOUR 2060 requires CMNS 1810
- EVNT 2100 requires EVNT 1100
- EVNT 2260 requires EVNT 1100
- TMGT 2010 requires ACCT 1000
- TMGT 2250 requires second year standing
- EVNT 2070 requires EVNT 2240 or 2260
- EVNT 2170 requires TMGT 1150
- EVNT 2500 requires second year standing
- HMGT 2120 requires TMGT 1150
- TMGT 2590 requires TMGT 2010