



Degree Guide:

## Hospitality & Event Planning Certificate

### **Program**

[Hospitality and Ecotourism](#)

### **Degree Type**

Professional/Technical Certificate

### **Offered Online**

Yes

### **Program Coordinator**

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### **Program Description**

Clallam and Jefferson counties are full of natural wonders, cultural experiences, local events, and outdoor activities that have transformed the Olympic Peninsula into the premiere destination for outdoor enthusiasts in Washington State. Olympic National Park averages over 3 million visitors per year creating a high demand for customer service oriented hospitality and event planners, who appreciate nature, promote conservation and are environmentally and culturally responsible. The Hospitality and Event Planning certificate is designed to prepare students for entry level work in fields that serve visitors on the Olympic Peninsula. Foundation courses introduce students to hospitality, event management and budget spreadsheets. Core courses expand student knowledge and skills in marketing, tourism policy and planning. Students are required to have access to computer, internet, and browser. This degree can be completed online.

Program Length: 3 Quarters

Program Code: HAMHPC45

### **Career Opportunities and Earnings**

There is a high demand for talented people with hospitality and event planning skills; and an increasing number of employers are seeking workers with knowledge of customer service, banquet planning and marketing for the tourism industry. Graduates may find positions with a variety of hospitality companies and organizations in the public and private sectors. Wages often begin around \$16.14/hour.

- Front desk agent
- Hotel registration clerk
- Event and banquet coordinator

For current employment and wage estimates, please visit and search for the relevant occupational term: [bls.gov/oes/](https://www.bls.gov/oes/).

### **Program Outcomes**

When the Hospitality and Event Planning certificate is completed the student will be able to:

- Demonstrate an understanding of the concepts related to hospitality services
- Plan, organize and facilitate events
- Apply customer service skills in a business setting
- Develop an operational and marketing plan for an event



- Apply critical thinking skills to solve problems related to hospitality and event planning

**Goals**

- The program prepares students for a variety of hospitality event planning related jobs.
- The program teaches sustainable ecotourism that emphasizes responsible travel in natural areas, conservation and improves the well-being of local people.
- The courses are based on recommendations from local employers and industry trends.
- The Hospitality certificate is significantly more cost effective than most private and public schools.

**Program Prerequisites**

Students entering this program should have good familiarity with computer software and hardware in the Windows or MAC environment. Students are required to place into the English and math/applied math courses required for the program. Learn more about placement options by visiting the Assessment and Placement website: [pencol.edu/placement-testing](http://pencol.edu/placement-testing).

**Approximate Additional Costs**

- Books, supplies and miscellaneous fees (per quarter): \$300-\$700
- Tuition and fees: \$4,941.90 total based on 2021-22 [WA resident tuition rates](#) (additional fees may apply)
  - First quarter (15 credits): \$1,647.30
  - Second quarter (15 credits): \$1,647.30
  - Third quarter (15 credits): \$1,647.30

**Sample Schedule**

This Sample Schedule is provided as a guide for a full-time student starting in fall quarter whose goal is to earn a certificate. The typical student schedule is based on entering the program during the fall quarter, however some programs allow students to enter in the winter or spring as well. Since not all do, please confirm with an advisor whether this program must be started during a specific quarter or not.

**First Quarter (Fall)**

Catalog #	Course Title	Credits
AMATH 121	Applied Math for Professional & Tech Programs I	5
ENGL& 101	English Composition I	5
HOSP 100	Introduction to Hospitality	5

**Second Quarter (Winter)**

Catalog #	Course Title	Credits
CAT 140	Introduction to Microsoft Excel	5
HOSP 120	Ecotourism	5
HOSP 230	Event Planning	5



Third Quarter (Spring)

<b>Catalog #</b>	<b>Course Title</b>	<b>Credits</b>
HOSP 130	Hospitality and Tourism Marketing	5
HOSP 140	Food and Beverage Management	2
HOSP 150	Sustainable Tourism Policy and Planning	3
Social Sciences		5

**Your personal Educational Plan will vary based on many factors including:**

- The quarter you begin
- How many classes/credits you plan to take in each quarter
- Your math and English placement; Learn more about placement options by visiting the [Assessment and Placement website](#).
- If you start in our [Transitional Studies](#) program

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**Total Credits** **45**