

## **BACHELOR OF BUSINESS (INTERNATIONAL HOTEL MANAGEMENT) COURSE RULES**

**Course title:** Bachelor of Business (International Hotel Management)

**Abbreviation:** BIHM

### **1. Credit points**

- a. The BIHM requires the successful completion of 240 credit points (cp) in total, where one unit of study (unit) is worth ten (10) cp, including, where appropriate, any advanced standing or credit for prior academic achievement.
- b. The maximum credit that may be granted for other studies not taken with Le Cordon Bleu Australia in a cognate course is 120 cp.

### **2. Rate of progression**

- a. The expected normal rate of progression is 80 cp per calendar year for a full-time study load.
- b. Students may not take more than 40 cp per trimester, except where students undertake practical units in the trimester, in which case students may be allowed up to 50 cp per trimester.
- c. Students may take a maximum of 12 units (120 cp) per calendar year where they have not failed a unit in the first two trimesters of any year of study.
- d. The expected duration for completion of the requirements for the BIHM is nine (9) trimesters.
- e. The maximum duration of completion of the course is twenty-one (21) trimesters.
- f. No unit can be taken more than once unless that unit is repeated because of failure.
- g. Once passed, a unit cannot be repeated.
- h. Students are required to complete ACAD101 Foundation Academic Skills before enrolling into a second year of studies.
- i. Units may be taken in any sequence in accordance with course progression rules and availability.
- j. Students are required to complete (or have received advanced standing for) Year 1 units before progressing to WORK202 Hospitality Industry Experience A.
- k. Where students elect to complete a hospitality industry experience unit full-time, they may not enrol in concurrent units. Where students elect to complete a hospitality industry experience unit part-time, they may enrol in up to one (1) concurrent unit (or 10 credit points).
- l. Students may repeat a failed unit once without being asked to show cause as to why they should remain in the course. Students who fail a unit twice may be asked to show cause. (See Academic Progress Policy HE)
- m. Students may enrol as full- or part-time and vary this status from trimester to trimester.
- n. Students are not required to undertake consecutive trimesters whether full- or part-time, providing that they meet the minimum progression requirements for full-time, which is 80 cp per year.

### **3. Exit qualifications**

- a. The Advanced Diploma of Business (International Hotel Management) is an exit qualification nested in the BIHM comprising the first 2 Years of the BIHM.

### **4. Requirements for Completion of the Degree**

- a. To qualify for the degree, a student must complete 240 cp in accordance with the **Schedule of Unit Offerings**.

## **ADVANCED DIPLOMA OF BUSINESS (INTERNATIONAL HOTEL MANAGEMENT) COURSE RULES**

**Course title:** Advanced Diploma of Business (International Hotel Management)

**Abbreviation:** ADIHM

### **1. Description**

- a. The ADIHM is an exit qualification nested in the BIHM.
- b. As an exit qualification, students may not enrol in the ADIHM but only exit from it on successful completion of constituent units.
- c. Advanced standing may not be awarded towards the ADIHM as a qualification in its own right but only as a consequence of advanced standing towards the qualifications in which it is embedded.

### **2. Credit points**

- a. The ADIHM requires the successful completion of 160 credit points (cp) in total, where one unit of study (unit) is worth ten (10) cp, including, where appropriate, any advanced standing or credit for prior academic achievement.

### **3. Rate of progression**

- a. The expected normal rate of progression is 80 cp per calendar year for a full-time study load.
- b. Students may not take more than 40 cp per trimester, except where students undertake practical units in the trimester, in which case students may be allowed up to 50 cp per trimester.
- c. The minimum time in which the requirements for the ADIHM may be completed is five (5) trimesters.
- d. Students may take a maximum of 12 units (120 cp) per calendar year where they have not failed a unit in the first two trimesters of any year of study.
- e. The expected duration for completion of the requirements for the ADIHM is six (6) trimesters.
- f. The maximum duration for completion of the requirements for the ADIHM is fifteen (15) trimesters.
- g. No unit can be taken more than once unless that unit is repeated because of failure.
- h. Once passed, a unit cannot be repeated.
- i. Students are required to complete ACAD101 Foundation Academic Skills before enrolling into a second year of studies.
- j. Units may be taken in any sequence in accordance with course progression rules and availability.
- k. Students are required to complete (or have received advanced standing for) Year 1 units before progressing to WORK202 Hospitality Industry Experience A.
- l. Where students elect to complete a hospitality industry experience unit full-time, they may not enrol in concurrent units. Where students elect to complete a hospitality industry experience unit part-time, they may enrol in up to one (1) concurrent unit (or 10 credit points).
- m. Students may repeat a failed unit once without being asked to show cause as to why they should remain in the course. Students who fail a unit twice may be asked to show cause.
- n. Students may enrol as full- or part-time and vary this status from trimester to trimester.
- o. Students are not required to undertake consecutive trimesters whether full- or part-time, providing that they meet the minimum progression requirements for full-time, which is 80 cp per year.

### **4. Requirements for Completion of the Qualification**

To satisfy the requirements for the exit qualification of ADIHM, a student must complete 160 cp in accordance with the **Schedule of Unit Offerings**.

## Schedule of Unit Offerings – Bachelor of International Hotel Management

| Unit                                                                         | Credit Points | Contact Hours | Pre-Requisite                                              |
|------------------------------------------------------------------------------|---------------|---------------|------------------------------------------------------------|
| <b>Advanced Diploma of Business (International Hotel Management) (AQF 6)</b> |               |               |                                                            |
| <b>Year 1</b>                                                                |               |               |                                                            |
| <b>Stage 1 (3 trimesters)</b>                                                |               |               |                                                            |
| ACAD101 Foundation Academic Skills                                           | 0             | 10 hours      | No                                                         |
| COMM102 Reasoning and Communication                                          | 10            | 30 hours      | No                                                         |
| ACCT101 Accounting Principles and Practice                                   | 10            | 30 hours      | No                                                         |
| MGMT103 Management and Organisational Behaviour                              | 10            | 30 hours      | No                                                         |
| GAST211 Food and Beverage Service                                            | 20            | 100 hours     | No                                                         |
| GAST212 Cuisine                                                              | 20            | 100 hours     | No                                                         |
| WORK101 Foundation Theory and Practical                                      | 10            | 30 hours      | No                                                         |
| <b>Year 2</b>                                                                |               |               |                                                            |
| <b>Stage 2 (2 trimesters)</b>                                                |               |               |                                                            |
| WORK202 Hospitality Industry Experience A                                    | 20            | 300 hours*    | Year 1 units                                               |
| WORK203 Hospitality Industry Experience B                                    | 20            | 300 hours*    | WORK202 Hospitality Industry Experience A                  |
| <b>Stage 3 (1 trimester)</b>                                                 |               |               |                                                            |
| MRKT101 Introduction to Marketing                                            | 10            | 30 hours      | No                                                         |
| HRMT201 Human Resource Management                                            | 10            | 30 hours      | No                                                         |
| EVNT207 International Hotel and Events                                       | 10            | 50 hours      | No                                                         |
| GAST213 Wine Fundamentals                                                    | 10            | 50 hours      | No                                                         |
| <b>Bachelor of Business (International Hotel Management) (AQF 7)</b>         |               |               |                                                            |
| <b>Stages 1, 2 and 3 PLUS</b>                                                |               |               |                                                            |
| <b>Stage 4 (1 trimester)</b>                                                 |               |               |                                                            |
| ACCT201 Hospitality Financial Management                                     | 10            | 30 hours      | Year 1 units<br>ACCT101 Accounting Principles and Practice |
| HOSP206 Rooms Division Management                                            | 10            | 50 hours      | Year 1 units                                               |
| LAWS203 Business Law                                                         | 10            | 30 hours      | Year 1 units                                               |
| MGMT306 Hospitality Strategic Management                                     | 10            | 50 hours      | Year 2 units<br>(pre or co-requisite)                      |
| <b>Stage 5 (2 trimesters)</b>                                                |               |               |                                                            |
| WORK301 Hospitality Industry Experience C                                    | 20            | 300 hours*    | Year 2 units                                               |
| WORK302 Hospitality Industry Experience D                                    | 20            | 300 hours*    | WORK301 Hospitality Industry Experience C                  |

\*Students are required to undertake a work placement completing a minimum of 300 hours for an average of 23 hours per week over a 13-week trimester.