

# OTHM Level 4 Diploma in Tourism and Hospitality Management



The objective of the OTHM Level 4 Diploma in Tourism and Hospitality Management qualification is to support learners' development as managers within the tourism and hospitality industry. The qualification enables learners to develop their knowledge of theories applicable to management in the tourism and hospitality industry. It enables learners to make well-informed and confident decisions about the management of work areas in the tourism and hospitality industry.

Successful completion of the OTHM Level 4 Diploma in Tourism and Hospitality Management qualification will provide learners with the opportunity to progress to further study or employment.

### **Job Prospects**

- Accommodation Manager
- Catering Manager
- Restaurant Manager
- Destination and Attraction Manager
- Events Manager
- Tour Liaison Officer / Manager
- Hotel Manager
- Hotel & Hospitality Services Manager

### **Entry Requirement**

- |                              |                                                                            |
|------------------------------|----------------------------------------------------------------------------|
| Age                          | • Minimum 16 years old                                                     |
| Academic Qualification       | • 1 GCE 'A' Level Pass at E and above; or                                  |
|                              | • Polytechnic Diploma or foreign qualification equivalent; or              |
|                              | • Relevant diploma issued by International Management & Sports College; or |
|                              | • Relevant diploma issued by United States Sports Academy                  |
| English Language Proficiency | • GCE 'O' Level Pass in English at C6 and above; or                        |
|                              | • IELTS 5.5 and above                                                      |

### **Intake**

One intake per year. Please contact IMSC for specific intake dates.

### **Course Duration**

|                                                                                                                                                                                                                           |                      |   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---|
| Academic Instruction                                                                                                                                                                                                      | No. of days per week | 5 |
| (8 months)                                                                                                                                                                                                                | No. of hours per day | 4 |
| The number of hours stated above are subject to change. Students will be eligible for the course as long as they fulfil the requisite number of hours, and successfully complete all the assessments as required of them. |                      |   |

### **Delivery Method**

The form of teaching involves lectures given to groups of students, accompanied by tutorials.

### **Assessment Methods**

Continual Assessment (assignments and other assessments) and end of module final examination.

### **Recognition of Prior Learning**

Recognition of Prior Learning (RPL) is a process where a candidate may be granted credit or partial credit towards a qualification in recognition of skills and knowledge gained through work experience and/or formal training. For additional information relating to RPL for this course, please contact IMSC.

### **Enrollment**

Contact IMSC at (65) 6423 0668 or [info@imsc.edu.sg](mailto:info@imsc.edu.sg).

**Course Outline**

|                                    |                                 |                                  |
|------------------------------------|---------------------------------|----------------------------------|
| Academic Instruction<br>(8 months) | Total no. of modules            | 6 modules                        |
|                                    | No. of contact hours per module | 80 hours                         |
|                                    | Total contact hours             | 6 modules x 80 hours = 480 hours |

**Compulsory Core Modules**

| Module Code | Module Title                                        |
|-------------|-----------------------------------------------------|
| R/507/7359  | Tourism and Hospitality Business Management         |
| J/507/7360  | Services Marketing and Customer Service             |
| R/507/7362  | Accounting and Finance                              |
| Y/507/7363  | Academic and Professional Development               |
| D/507/7364  | Events Management                                   |
| H/507/7365  | Development of the Tourism and Hospitality Industry |

**Module Description**

|                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| R/507/7359 –<br>Tourism and Hospitality<br>Business Management            | The aim of this module is to develop learners' understanding of the main internal and external factors that influence businesses in the tourism and hospitality industry. Learners will understand how to analyse the micro and macro environments in order to influence management decisions. Learners will apply tools to gain information relating to the tourism and hospitality business environment. |
| J/507/7360 –<br>Services Marketing and<br>Customer Service                | The aim of this module is to introduce learners to services marketing techniques and to provide an understanding of the role of customer service in the tourism and hospitality industry. Learners will be introduced to the principles of consumer behavior and the marketing mix.                                                                                                                        |
| R/507/7362 –<br>Accounting and Finance                                    | The aim of this module is to develop learners' understanding of fundamental accounting principles for those working in a managerial role in the hospitality, leisure, travel and tourism sector. The module considers the constraints of local, national and international contexts on business structure, objectives and environment.                                                                     |
| Y/507/7363 –<br>Academic and<br>Professional<br>Development               | The aim of this module is to develop learners' academic and professional development skills that will enable them to perform effectively in both their academic and professional life and to engage in lifelong learning and continuous professional development.                                                                                                                                          |
| D/507/7364 –<br>Events Management                                         | The aim of this module is to enable learners to understand the different types of events that are linked to the tourism and hospitality industry. Learners will gain an appreciation of the MICE sector as well as knowledge of the requirements of planning and managing events.                                                                                                                          |
| H/507/7365 –<br>Development of the<br>Tourism and Hospitality<br>Industry | The aim of this module is to provide learners with an understanding of the main factors influencing the development of the tourism and hospitality industry. Learners will develop the ability to analyse the factors affecting demand within the industry as well as knowledge of the main providers of goods and services in tourism and hospitality.                                                    |

## Fees

| LOCAL STUDENTS                                                                                                                                                                                                                                                                                                                                                                                       |                                          |                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|--------------------------------|
| Fees Breakdown                                                                                                                                                                                                                                                                                                                                                                                       |                                          | Amount including 7% GST (\$\$) |
| <i>Academic Fees</i>                                                                                                                                                                                                                                                                                                                                                                                 |                                          |                                |
| 1                                                                                                                                                                                                                                                                                                                                                                                                    | Course Fees                              | 6,420.00                       |
| 2                                                                                                                                                                                                                                                                                                                                                                                                    | Course Material Fees                     | 321.00                         |
| 3                                                                                                                                                                                                                                                                                                                                                                                                    | Examination Fees                         | 770.40                         |
| <b>Sub-Total:</b>                                                                                                                                                                                                                                                                                                                                                                                    |                                          | <b>7,511.40</b>                |
| <i>Others</i>                                                                                                                                                                                                                                                                                                                                                                                        |                                          |                                |
| 4                                                                                                                                                                                                                                                                                                                                                                                                    | Application Fees (non-refundable)        | 192.60                         |
| 5                                                                                                                                                                                                                                                                                                                                                                                                    | Fee Protection Scheme (FPS) (compulsory) | 150.25                         |
| 6                                                                                                                                                                                                                                                                                                                                                                                                    | Medical Insurance (optional)             | 96.30                          |
| <b>Grand Total:</b>                                                                                                                                                                                                                                                                                                                                                                                  |                                          | <b>7,950.55</b>                |
| Note: <ul style="list-style-type: none"> <li>• Application Fees (\$192.60) have to be paid to begin the registration process.</li> <li>• Fee Protection Scheme is compulsory and payable before course commencement.</li> <li>• Instalment payment potentially available for local students.</li> <li>• Medical insurance is optional if student has equivalent local insurance coverage.</li> </ul> |                                          |                                |

| INTERNATIONAL STUDENTS                                                                                                                                                                                                         |                                          |                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|--------------------------------|
| Fees Breakdown                                                                                                                                                                                                                 |                                          | Amount including 7% GST (\$\$) |
| <i>Academic Fees</i>                                                                                                                                                                                                           |                                          |                                |
| 1                                                                                                                                                                                                                              | Course Fees                              | 7,490.00                       |
| 2                                                                                                                                                                                                                              | Course Material Fees                     | 321.00                         |
| 3                                                                                                                                                                                                                              | Examination Fees                         | 770.40                         |
| <b>Sub-Total:</b>                                                                                                                                                                                                              |                                          | <b>8,581.40</b>                |
| <i>Others</i>                                                                                                                                                                                                                  |                                          |                                |
| 4                                                                                                                                                                                                                              | Application Fees (non-refundable)        | 385.20                         |
| 5                                                                                                                                                                                                                              | Fee Protection Scheme (FPS) (compulsory) | 171.65                         |
| 6                                                                                                                                                                                                                              | Medical Insurance (compulsory)           | 96.30                          |
| <b>Grand Total:</b>                                                                                                                                                                                                            |                                          | <b>9,234.55</b>                |
| Note: <ul style="list-style-type: none"> <li>• Application Fees (\$385.20) have to be paid to begin the registration process.</li> <li>• Items 2-6 must be paid in a single installment before course commencement.</li> </ul> |                                          |                                |

| MISCELLANEOUS FEES (for all students & to pay only where applicable) |                                     |                                |
|----------------------------------------------------------------------|-------------------------------------|--------------------------------|
| Purpose of Fees                                                      |                                     | Amount including 7% GST (\$\$) |
| 1                                                                    | Deferment Fees                      | 235.40                         |
| 2                                                                    | Re-Assessment Fees (per module)     | 160.50                         |
| 3                                                                    | Re-Module Fees (per module)         | 856.00                         |
| 4                                                                    | Penalty for Late Payment (per week) | 10.70                          |
| 5                                                                    | Replacement of Student ID           | 21.40                          |
| 6                                                                    | Medical Insurance (if applicable)   | 96.30                          |
| 7                                                                    | IMSC T-Shirt                        | 32.10                          |

### **About IMSC**

The International Management and Sports College (IMSC) was formed after a rebranding exercise undertaken by the International Sports Academy (ISA).

ISA was founded in 2003 to provide the much-needed knowledge and skills required to empower individuals with the right tools to achieve success in the burgeoning sporting industry. Together with our partners from the United States Sports Academy, the Australian Sports Academy, the National Strength and Conditioning Association, and the American Council on Exercise, we offer quality certifications and diplomas that are recognised internationally, to provide our students with an edge in the sports and fitness industry.

Over the years, the sports and fitness industry has evolved greatly and the local sports scene has seen an explosion of world class sports events like Formula One and the WTA Finals. There is now a demand for trained personnel not just in sports and fitness, but also in tourism, hospitality, events management, marketing, retail, and facilities management. Thus ISA was renamed International Management and Sports College (IMSC) to better reflect our increased course offerings in business, tourism and hospitality management to better serve the changing needs of the industry.

IMSC will continue to serve as Singapore's and the region's premier private education institution, in providing a holistic education that equips individuals with the skillsets and competencies required for the future economy. We offer a series of quality academic programmes, professional certifications and continuing education courses to cater to varied needs and schedules, in helping our students achieve their goals in lifelong learning.

### **Our Mission**

To provide a holistic education that equips individuals with the skillsets and competencies required for the industry.

### **Our Vision**

To develop industry-ready individuals for the future economy.

### **Our Values**

Passion | Progress | Purpose

### **Our Culture**

Where success is not quantified by just the result, but rather by the calibre of the pursuit.

- Conferred Edutrust (4-Year) Award by the Committee for Private Education for maintaining high standards in providing quality education services.
- Recognised as an Approved Centre by OTHM Qualifications, which are approved and regulated by Ofqual in the UK.
- Named Most Preferred Private Education Institute for Diploma/Advanced Diploma (Sports and Recreation) by JobsCentral Learning Survey.
- Provides early industry exposure and job placement assistance through extensive industry network.
- Endorsed by leading industry employers such as Virgin Active, True Fitness, the Pure Group, Triple Fit, among others.
- Appointed Education Partner and Approved Provider in Singapore by the American Council on Exercise (ACE).
- Offers continuing education courses for increasing skillsets.



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