

COURSE GUIDE - 2017

PART - TIME COURSES

DEPARTMENT	COURSE	DURATION	FEES PER TERM	INTAKE
Aviation, Travel & Tourism	IATA Travel & Tourism Foundation- 1	6 Months	29,500/=	Jan, Apr, Jul & Oct
	Cargo Introductory/ Cargo Rating	6 Months	29,500/=	Jan, Apr, Jul & Oct
	IATA Travel & Tourism Consultant- 2	6 Months	29,500/=	Jan, Apr, Jul & Oct
	IATA - Managing the Travel Business- 3	6 Months	25,000/=	Jan, Apr, Jul & Oct
	Tour Operations Techniques	3 Months	29,500/=	Jan, Apr, Jul & Oct
	Tour Guiding Techniques	3 Months	29,500/=	Jan, Apr, Jul & Oct
	Dangerous Goods (DGR)	3 Months	29,500/=	Jan, Apr, Jul & Oct
	Aircraft /Passenger Handling	3 Months	30,500/=	Jan, Apr, Jul & Oct
	Aviation Security (AVSEC)	3 Months	30,500/=	Jan, Apr, Jul & Oct
	Airline Fares & Ticketing Techniques	3 Months	30,500/=	Jan, Apr, Jul & Oct
	GDS - Galileo/Amadeus	4 Weeks	15,000/=	Jan, Apr, Jul & Oct
	CODECO – Departure Control System	4 Weeks	15,000/=	Jan, Apr, Jul & Oct
Hospitality	Professional Cooking Techniques	3 Months	40,000/=	Jan, Apr, Jul & Oct
	Kitchen Stewarding Techniques	3 Months	30,500/=	Jan, Apr, Jul & Oct
	Pastry & Baking Techniques	3 Months	40,000/=	Jan, Apr, Jul & Oct
	Front Office Techniques	3 Months	30,500/=	Jan, Apr, Jul & Oct
	Housekeeping & Laundry Techniques	3 Months	30,500/=	Jan, Apr, Jul & Oct
	F & B Service Techniques	3 Months	30,500/=	Jan, Apr, Jul & Oct
	Bartending Skills	3 Months	30,500/=	Jan, Apr, Jul & Oct
	Cake Making & Decoration	4 Weeks	30,000/=	Jan, Apr, Jul & Oct
	Fidelio/Opera Reservations System	4 Weeks	15,000/=	Jan, Apr, Jul & Oct
Business, ICT & Career Development	Office Administration & Procedures	3 Months	27,500/=	Jan, Apr, Jul & Oct
	Marketing/Selling Skills	3 Months	27,500/=	Jan, Apr, Jul & Oct
	Retailing Techniques	3 Months	27,500/=	Jan, Apr, Jul & Oct
	Customer Service Skills	3 Months	27,500/=	Jan, Apr, Jul & Oct
	Entrepreneurship Skills	3 Months	27,500/=	Jan, Apr, Jul & Oct
	Events Management	3 Months	27,500/=	Jan, Apr, Jul & Oct
	Microsoft Office – ICT	4 Weeks	15,000/=	Jan, Apr, Jul & Oct
	Image Management, Grooming & Etiquette	4 Weeks	10,000/=	Jan, Apr, Jul & Oct
CV Writing, Interview & Job Search Techniques	4 Weeks	10,000/=	Jan, Apr, Jul & Oct	

* Each Term takes duration of 3 Months

Examining Bodies: IATA, City & Guilds International, KNEC