

**HOSPITALITY MANAGEMENT  
Meeting, Conference, and Event Planning Certificate: 237**

**Total Credits: 22**

**Catalog Editions: 2017-2018**

**Program Description**

This program of study is designed for individuals working in the hospitality or related industry who wish to enhance their college degree in the field of meeting, conference, and event planning. The certificate focuses on all major aspects involved with planning a meeting, conference, or event, including courses in catering and banquets, food and beverage cost control, lodging and food service law, and sales and advertising of lodging and food services.

**Program Outcomes**

Upon completion of this program a student will be able to:

- Describe the complexity of the hospitality industry as a whole.
- Explain general management theory as it applies to hospitality management.
- Manage all major aspects of meeting, conference, or event planning, including catering and banquets, food and beverage cost control, lodging and food service law, and sales and advertising.
- Demonstrate an ability to work effectively as a member of a team, provide exemplary customer service, and perform responsibilities in an ethical manner.
- Explain the importance of diversity in the hospitality industry.

**Related Careers**

- Food service managers
- First-line supervisors of food preparation and serving workers

**Program Advising**

- **Prof. Janet Saros, 240-567-7182 (RV)**  
[Janet.Saros@montgomerycollege.edu](mailto:Janet.Saros@montgomerycollege.edu)
- **Prof. Peter Stein, 240-567-7191 (RV)**  
[Peter.Stein@montgomerycollege.edu](mailto:Peter.Stein@montgomerycollege.edu)

**Get Involved at MC!**

*Employers and Transfer Institutions are looking for experience outside the classroom.*

**Student Clubs and Organizations:**

<https://cms.montgomerycollege.edu/edu/plain.aspx?id=2439>

**Career Services:**

<http://www.montgomerycollege.edu/career>

**Career Coach:**

<https://cms.montgomerycollege.edu/careercoach.html>

For more information please visit: <https://cms.montgomerycollege.edu/becahm/>

**2017-2018  
Program Advising Guide**

**An Academic Reference Tool for Students**

## **Suggested Course Sequence**

A suggested course sequence for full-time students follows. All students should review this advising guide and consult an advisor. Visit <https://cms.montgomerycollege.edu/bcahm/> for more information.

# MEETING, CONFERENCE & EVENT PLANNING CERTIFICATE (R): 237

Total Credits: 21  
Catalog Edition 16-17

Name:  Date:  ID #:M

CERTIFICATE REQUIREMENTS	Course	Hours	Grade
	FM 107/HMGT 107	3	
	FM 110/HMGT 110	2	
	FM 111/HMGT 111	2	
	HM 201/HMGT 201	3	
	FM 204/HMGT 204	3	
	HM 121/HMGT 211	3	
	HM 240/HMGT 240	3	
	HM 250/HMGT 250	3	

**Overall GPA of 2.0 is required to graduate**

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**Total Credits:**

**22**

[Hospitality Management Website](#)

Last Modified: June 2016

Advising Worksheet Contact: [Anthony Solano](#)

See an [advisor](#) to submit an [Application for Graduation](#) the semester BEFORE you intend to graduate.

**This UNOFFICIAL document is for planning purposes ONLY and completion does not guarantee graduation.**

*This certificate is a career program and may not readily transfer to four year colleges/universities (except in special cases.) Visit [transfer planning](#) for more information.*