



HOSPITALITY & BUSINESS EDUCATION COLLEGES

HBEC SWITZERLAND

Study on-campus in Switzerland

Study at our overseas campuses

Study online

Train-the-trainer-Program

Become a partner institute

F&B Management, Culinary Arts & Housekeeping

Certificate, Diploma, Bachelors & Masters
in Hospitality & Tourism Management

International Languages, Translations & Interpretation

Certificate, Diploma & Bachelors in Inter-
Cultural Communication / Translation

Business, Management, Banking & Finance

Certificate, Diploma, Bachelors &
Masters in Business Management

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**Diploma training courses with individual and further studying possibilities
(modules can be taken separately)**

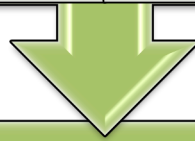
Graduates who successfully complete the three-year course of studies, finish with the degree of
"Professional Bachelor in Hospitality & Tourism Management"

Year 1: Diploma in food production and housekeeping management

Language requirements: elementary level English or German (A1)

1st Semester => M1 language & communication, M2 food production principles and M3 housekeeping

2nd Semester => 4 to 6 months practical training.

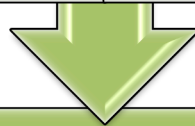


Year 2: Diploma in food and beverage management

Language requirements: secondary level English or German (A2)

1st resp. 3rd semester => M4 language & communication, M5 food and beverage management and M6 managing beverage service

2nd resp. 4th semester => 4 to 6 months practical training.



Year 3: Diploma in front office management (Bachelor's Degree)

Language requirements: intermediate level English or German (B1)

1st resp. 5th semester => M7 language & communication, M8 front office operations and M9 managing technology in the hospitality industry

2nd resp. 6th semester => 4 to 6 months practical training.

Postgraduate studies and Professional Master's Degree

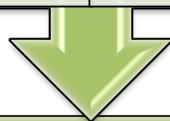
Graduates who successfully complete the two-year course of studies, finish with the degree of
"Professional Master in Hospitality & Tourism Management"

Postgraduate Diploma in Hospitality & Tourism Management

Language requirements: advance level English or German (minimum B1)

1st semester => M10 language and communication, M11 international hotel management and M12 leadership and management (Master Thesis)

2nd semester => 4 to 6 months practical training.



Professional Master in Hospitality & Tourism Management

Language requirements: advance level English or German (minimum B1)

1st semester => M13 language and communication, M14 hospitality and tourism industry and M15 managing human resources (Master Thesis)

2nd semester => 4 to 6 months practical training.

Courses & Modules

Our study system is equivalent to European Credit Transfer System (ECTS). To receive a Professional Bachelor 180 ECTS are required. The workload of minimum 1800 hours is equal to 1 training year or 60 ECTS. To receive a 1-year diploma a participant must complete 3 modules / certificates, deliver a workload in form of self-study and internship (minimum 1000 to 1400 hours). For a Professional Bachelor Degree diploma 1, 2 and 3 must be completed. To obtain a Professional Master Degree, it is necessary to complete a Foreign Language Certificate (200 lessons) a 5-weeks operational management Seminar (M11 and M12) and a master's thesis. An internship is however not required if a student has completed an HBEC Professional Bachelor or works in the hotel and tourism industry or provides a sufficient track record in the same field.

Our module based study system enables participants to find a job in the hospitality industry right after they have completed their first module / certificate with mandatory training. Participants receive a certificate after each completed module, their study points will be registered and they may continue anytime after a long or short break with their next modules to reach the required points for a diploma or degree.

Modules / Certificates

Points

Food production principles and hygiene (year 1)	10 points
Internship / self-study (compulsory section in all of the training years)	30 points
Front office, computer science and e-commerce (year 3)	10 points each
Languages & communication (compulsory module)	15 points
Housekeeping (year 1)	10 points
Food and beverage management courses (year 2)	10 points each
Basic hotel and restaurant accounting (year 3)	10 points
Labor law, legal studies, payroll accounting (year 4 and 5)	10 points each
Human resources and hotel administration (year 4 and 5)	10 points each
Business management, marketing and thesis (year 4 and 5)	15 points each
Leadership, management, hospitality law and thesis (year 4 and 5)	15 points each