

# SHATEC

THE INTERNATIONAL HOTEL & TOURISM SCHOOL  
(SINGAPORE)

[www.shatec.sg](http://www.shatec.sg)

## WSQ HIGHER CERTIFICATE IN HOTEL AND ACCOMMODATION SERVICES (PART-TIME)



Acquire a strong foundation in operations



Develop competencies to pursue desired job roles in hospitality



Demonstrate excellence in guest service standards

*Your Brand New Chapter in Hospitality*

DURATION  
19 Weeks

3 Study Days Per Week

Weekday Classes,  
8 Hours Per Day

## ENTRY REQUIREMENTS

- Minimum 3 GCE 'N' Level Passes
  - At least one of the following proficiency levels in English<sup>1</sup>:
    - Pass in GCE 'N' Level English
    - Pass in SHATEC English Test
  - International applicants must have a valid work pass throughout the entire course
- <sup>1</sup>A pass in any preceding WSQ Certificate level(s) will also be recognised as fulfilment of English proficiency requirements.

## PROGRAMME OUTLINE

### CERTIFICATE LEVEL

1. Food Safety and Hygiene L1
2. People and Relationship Management L1
3. Front Office Operations Management L2
4. Report Writing L1
5. Food and Beverage Service L2
6. Room Housekeeping Operations Management L1

### HIGHER CERTIFICATE LEVEL

7. Butler Service Delivery L2
8. Events Planning and Management L2
9. Sales Delivery L2
10. Room Reservation Operations Management L2
11. Service Excellence L2

## COURSE FEE

Description	Singaporean / Singapore PR / LTVP+ Holders	International
Full Course Fee (Before GST)	S\$6,523.20	S\$6,523.20
SSG Grant	S\$4,566.24	N.A.
Nett Course Fee (Before GST)	S\$1,956.96	S\$6,523.20
7% GST on Nett Course Fee	S\$136.99	S\$456.62
Total Course Fee Payable	<b>S\$2,093.95</b>	<b>S\$6,979.82</b>
Additional Funding if eligible under Mid-Career Enhanced Subsidy (MES)	S\$1,304.64	N.A.
Total Nett Course Fee Payable, Including GST, after additional funding from MES	<b>S\$789.31</b>	N.A.

Visit <http://www.shatec.sg/programmes/part-time-programmes/wsq-higher-certificate-in-hotel-and-accommodation-services/> for full information on Course Fee.



### Methodology

Classroom training, e-learning and practical exercises



### Assessment Framework

Theory and practical examinations, presentations, written and e-learning assignments, class participation



### Certification

**Higher Certificate in Hotel and Accommodation Services** awarded by SkillsFuture Singapore

(65) 6415 528 / 552 / 548 / 510 / 527

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www.shatec.sg

**Apply Now!**



**SHATEC INSTITUTES PTE LTD**  
CPE Registration Number: 198301550C  
Period of Registration: 16 July 2018 to 15 July 2022

#### DISCLAIMER

Information in this flyer may be subject to change. Please visit [www.shatec.sg](http://www.shatec.sg) for the latest information and updates. SHATEC reserves the right to alter, amend or delete any programme fee, admission requirement, and mode of delivery or other arrangements without prior notice. The information in this flyer is correct at the time of printing (November 2018).