

GOALS AND OBJECTIVES


The **Basic Cruise Line Sales & Operations** Certificate prepares students with a career path for attaining the communication skills, practical knowledge, and technical training necessary for pursuing a career in cruise line sales and operations. Students completing this certificate will develop a basic understanding of cruise line operations and the sales, security, and service requirements necessary to work in the cruise industry.

The **Basic Tourism & Conference Management** Certificate prepares students to work as professional meeting and event coordinators. The basic certificate will prepare students for entry-level employment in the industry as an apprentice meeting and event coordinator.

CERTIFICATES

Basic Cruise Line Sales & Operations Basic Tourism & Conference Management

To earn a certificate, complete the required courses as listed with a minimum grade of "C." At least 50% of all major coursework must be completed at Cypress College.

 **Key Tips:** You may opt to "double major" by applying some of these courses to other ATC Degree/Certificate Programs. Remember to apply for certificates/degrees/graduation at the beginning of your last semester.

CERTIFICATE

Basic Cruise Line Sales & Operations Certificate = 18 Units

Program Code: 1C30458

Required courses are listed in numeric sequence:		Units
_____ ATC 101	Intro to Travel Careers (F, S)	3
_____ ATC 102	Career Communication/Portfolio (F, S, Su)	3
_____ ATC 123	Travel Sales and Tour Operations	3
_____ ATC 174	Destinations: Americas/ Europe (F, S)	3
_____ or ATC 175	Destinations: Africa/ Pacific (F, S)	(3)
_____ ATC 182	Cultural Tourism (F, S)	3
_____ or ATC 183	Customer Care: Airline/Travel (F, S)	(3)
_____ ATC 223	Cruise Line Sales & Operations (F)	3
Total Units Required		18

Basic Tourism & Conference Management Certificate = 18 Units

Program Code: 1C17168

Required courses are listed in numeric sequence:		Units
_____ ATC 101	Intro to Travel Careers (F, S)	3
_____ ATC 102	Career Communication/Portfolio (F, S, Su)	3
_____ ATC 123	Travel Sales & Tour Operations (F)	3
_____ ATC 174	Destinations: Americas/Europe (F, S)	3
_____ or ATC 175	Destinations: Africa/ Pacific (F, S)	(3)
_____ ATC 180	Tourism & Conference Management (varies)	3
_____ ATC 182	Cultural Tourism (F, S)	3
Total Units Required		18

Student Educational Planner

Basic Cruise Line Sales & Operations Certificate

► Fall 20____						► Spring 20____						► Summer 20____					
Course	C/D	CGE	CSU	UC	Units	Course	C/D	CGE	CSU	UC	Units	Course	C/D	CGE	CSU	UC	Units
ATC 101	✓				3	ATC 174 or ATC 175	✓				3						
ATC 102	✓				3												
ATC 123	✓				3												
ATC 223	✓				3												
ATC 182 or ATC 183	✓				3												
Total					15	Total					3	Total					

Basic Tourism & Conference Management Certificate

► Fall 20____						► Spring 20____						► Summer 20____					
Course	C/D	CGE	CSU	UC	Units	Course	C/D	CGE	CSU	UC	Units	Course	C/D	CGE	CSU	UC	Units
ATC 101	✓				3	ATC 180	✓				3						
ATC 102	✓				3												
ATC 123	✓				3												
ATC 174 or ATC 175	✓				3												
ATC 182	✓				3												
Total					15	Total					3	Total					

*C/D: Certificate/Degree course requirements

CGE: Cypress College Native General Education Requirements for Associate Degree

UC: University of California & California State University (Transferable)

CSU: California State University General Education Breadth Requirements

For more information, go to the Transfer Center at www.cypresscollege.edu/services/transfer-center/

Please note: This student education plan (SEP) is offered as a suggestion only. Students may modify it by taking more or fewer classes as needed. Students wishing to exceed 18 units per semester will need to meet with a counselor. Students wishing to complete an AS Degree and/or transfer should meet with a counselor to modify their course plan to include general education courses.