Gäste begeistern mit Freude und Kompetenz!

	1. Year	12. Year	3. Year
School lessons	7	12.	13.
Practical training	23 Weeks		
General subjects			
German (IT included)	4	4	3
English	3	3	3
Maths	3	3	3
Basis of natural sciences	1		
Social studies	1	1	
Spanish	3	3	2
Job related subjects			
Basic subjects			
Economics	2		
Management processes	2	3	3
Purchasing and storage	2	3	2
Bookkeeping	4	3	3
Law	3	2	2
Hotel related subjects			
Food & Beverage	4	2	
Front office & Floors		3	4
Tourism related subjects			
Tourism marketing	3	3	3
Tourism processes		2	2
Optional subjects	3		2
Czech			
English intensification			
Restaurant service			
Sports management			
Health management			
Voluntary subjects			
Educational science		3	
Czech		1	1









Leonardo da Vinci





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Staatliche Berufsfachschule - in 3 Jahren zu Assistenten für Hotel- und Tourismusmanagement und zur allg, Fachhochschulreife - schulgeldfrei









Vocational College Wiesau/Bavaria Training as an Assistant Hotel and Tourism Manager Diploma of Advanced Education certified by the Government



Gäste begeistern mit Freude und Kompetenz!



BSZ
Staatliches
Berufliches

www.bs-wiesau.

Pestalozzistraße 2

95676 Wiesau

Wiesau

www.bfs-hot.de

Schulzentrum



AIM OF THE TRAINING

After their training the graduates will be able to take over commercial and organizational tasks in hotels, gastronomic and tourism business and event agencies. They will work with the help of data processing (specified business software and standard software).

ENTRY REQUIREMENTS

Entry condition for attending the school is the leaving certificate of a secondary school with an average grade of 3.5 in the subjects German, English and Maths. The applicants are chosen according to their educational background and the grades of their reports. The final entry depends on a trial period of half a term.



TRAINING PERIOD, FINAL EXAMINATION AN JOB TITLE

After 3 years of training at school the students have to do a final examination (Certificate of Government) in the subjects: Hotel Management, Tourism Management, German, English, and Maths.

If they pass these exams the job description will be:

- Assistant Hotel and Tourism Manager
- (Certificate of Government)
- Diploma of Advanced Education

FACILITIES

Der The lessons take place in the rooms of the Staatliche Berufsschule Wiesau (vocational school). For practical training in the field of information technology there are rooms with linked multi-media personal computers and internet connection.

- operating system: windows XP
- standard and business software: Office, Webdesign/DTP
- ERP-software (software in hotel and catering)
- Travel agency-software (Amadeus TOMA Selling Platform)

Moreover the school offers a teaching restaurant with bar equipment and two training kitchens with professional equipment.

COSTS OF THE TRAINING

There are no school fees or costs for further teaching material. An educational grant is given according to the guidelines of the Bundesausbildungsförderungsgesetz (BAFöG)



CAREER PROSPECTS/ENTITLEMENT

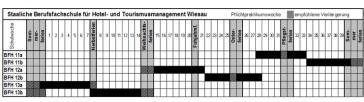
The successful exam provides both a professional and general education. The graduates get profound knowledge of commerce and data processing as well as special knowledge of the hotel business, catering, and all aspects of tourism so that they can take over responsible tasks in these areas easily. In addition the final exam enables them to study at a Fachhochschule (University of Applied Science). The graduates will possibly work:

- In a hotel: as assistant managers being responsible for personnel planning, marketing, purchasing accountancy, controlling and creation of offers
- In a tourist office: planning and creating touristic offers or, presentations of holiday areas, organizing events
- In a travel agency: assessing hotels and other service providers, negotiating contracts and calculating offers
- At a tour operator: assessing customers' demands and creating offers, planning and carrying out trips and events, controlling
- At a touristic service provider (institutions in the areas of health, sports and culture): marketing, negotiating contracts with tour operators, planning and carrying out offers
- At an event agency: planning, carrying out and marketing cultural or sports
 events



TRAINING

During their education at school the students have to do a period of practical training in hotels and touristic companies which takes six months and is divided into several blocks. It is also possible to work abroad. The activities during the practical training should cover the topics of training at school.





Vocational College Wiesau/Bavaria
Training as an Assistant Hotel and Tourism Manager

