

ENGLISH LANGUAGE FOR TOURISM AND HOSPITALITY

The target groups for this course are the students or the graduates of the Faculty of Tourism, employees within a company or agency of national or international tourism, as well as the staff in the hospitality industry. Since the particular feature of this profession is the permanent contact with foreign tourists, the employees are required to be fluent in the English language.

COURSE SCHEDULE

REGISTRATION: between September and July, at the Language Centre, *Spiru Haret* University, 13 Ion Ghica Str., district 3, Bucharest;

DURATION: a module (*beginner, intermediate, advanced*) includes **6-32 hours** and runs for **4-10 weeks**, depending on the course type;

SYLLABUS:

- Building and improving different verbal communication skills in the English language: giving information over the telephone, room booking, plane tickets, package tours, details about various holiday destinations, etc.
- Organizing and drafting in English of touristic itineraries, including the specific activities and their scheduling. Providing history- and culture-related information on the main sights in a city, country, tourist area.
- Compiling, editing, updating or translating into English of informative texts for an assortment of sights in Romania (monasteries, churches, castles, monuments, etc.).
- Recording materials in the English language to serve as an audio guide for introducing institutions in Romania that are not provided such facilities at present (museums, churches in less accessible areas, etc.)

DAY AND TIME: this information is established during the first meeting with the teacher, for maximum attendance purposes. The classes can also be scheduled for the weekend;

CLASSROOM: at the registered office of *Spiru Haret* University;

- For the intermediate and advanced levels, the distribution of the candidates follows a Placement Test taken during the first meeting with the teacher;

GROUPS: small size.

Documents required for registration (in the original):

- Identity card
- School documents (for the USH students/graduates, the gradebook or enrollment contract is sufficient)
- The receipt to prove payment (cashier's office at the registered USH office)
- The registration application form, filled out (DOWNLOAD)

At the end of a module, the students will be given a graduation certificate, mentioning the type and duration of the course, as well as the assessment results after examination.