

DEPARTMENT OF BUSINESS AND OFFICE ADMINISTRATION

COURSE OUTLINE – Winter 2025

HP2920 (A3): Hospitality Practicum – 3 (0-0-0-135) 135 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Carolyn Vasileiou

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OFFICE: C201

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OFFICE HOURS:

T/Th – 10-11:30am

CALENDAR DESCRIPTION: In this course, students will combine academic theory with practice by way of a practicum in an instructor-approved hospitality and tourism business. This is an unpaid practicum in which students are monitored by NWP personnel and evaluated by employer(s) and instructor. Students will report on products, services, roles, responsibilities, policies, procedures, and processes in their workplace, as well as reflect on their experience in their work integrated learning. Shift hours of work may be involved in the practicum.

PREREQUISITE(S): HP 2210, HP 2310, HP 2410; **COREQUISITE:** HP 2320

REQUIRED MATERIALS: Materials supplied by the instructor and/or employer.

DELIVERY MODE(S): This course is delivered at a suitable work placement location. Students will complete 135 work hours at their practicum.

LEARNING OUTCOMES:

Upon successful completion of this course, students will be able to:

1. gain insight and interest in the occupation of choice through meaningful work experiences
2. practice theories taught in the classroom and reflect on their application in the workplace
3. acquire and apply technical work skills that may not be available through classroom learning
4. observe management skills and styles and proactively apply these to effective customer service
5. expand employment experiences by working with an industry mentor to increase competitive skills when applying for future job positions
6. adapt to the work environment by becoming professionally socialized and learn behaviours typical of and appropriate to the profession

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

** For courses with alpha (letter) grading, a grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

EVALUATIONS:

Alpha Grade	4-Point Equivalence	Percentage Conversion (unless otherwise specified in the Course Outline)	Descriptor
CR	N/A	50-100	Credit
NC	N/A	0-49	No Credit

- If the student has satisfactorily met the expectations of the supervisor and the faculty advisor during the practicum period, the student shall receive credit for the course and an alpha grade of CR.

GRADING CRITERIA:

A grade of credit or no credit is given for this course

- ALL PAPERWORK MUST BE COMPLETED BEFORE A FINAL GRADE IS AWARDED

STUDENT RESPONSIBILITIES:

To read, understand and comply with NWP policies.

**Note: all Academic and Administrative policies are available :

<https://www.nwpolytech.ca/about/administration/policies/index.html>

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

**Note: all Academic and Administrative policies are available on the same page.