

# INCREDIBLE HOSPITALITY & CORPORATION

**Incredible Journey.....**

**Package Tour**

**Hotel Booking**

**Rail**

**Air Ticketing**

**Visa and Passport Assistance**

**Bus & Car Rental**

**Money Exchange**

**IIHTM**

**Intensive English Summer Course**

**Professional Studies**

**Soft skills & Personality Development**

**Interview & GD Development**

**IIHTM**  
INCREDIBLE INSTITUTE OF HOSPITALITY & TRAVEL MANAGEMENT

**DIPLOMA IN TOURISM**



**Organized By:**

*Incredible Hospitality And Corporation*

Travel Agency and Training Institute and Incredible Manpower solutions  
& Consultant Incredible Catering Services  
Mobile : +91 9990986258 | [www.ihac.in](http://www.ihac.in)

Local Area Agent





# INCREDIBLE HOSPITALITY & CORPORATION

## Travel Agency Incredible Journey

Package Tour | Hotel Booking | Rail | Air Ticketing | Visa and Passport Assistance | Bus | Car Rental

ITP, is a specialist tour operator offers a variety of comfortable accommodation, tours, Ayurveda and holidays in all parts of India as well International.

Our Personal knowledge of the area enables us to give you straight forward and honest information so that you can make an informed decision about a perfect holiday in Kerala and Agra in India and Others. India is the best place in the world where you can spend your holiday comfortably and safely. Explore your holiday through India.

Indian Tour Planners is an independent tour operator representing a variety of holiday resorts, hotels and house boats in India. Most of the accommodation we offer is exclusive to us and have prices to suit all budgets. Our Registered office in New Delhi and Branches Agra, Jaipur, and Unit of incredible Hospitality and Corporation,

## Incredible Manpower Solutions & Consultant

For Security Guard | Housekeeping | Construction Work | Jobs Overseas Employment  
Foreign Job | Overseas Supply Chain

Company established in Delhi and Branch office in Agra Region. Incredible Manpower solutions were designed to bridge the gap between specialty sectors as construction, Employment/Recruitment, Security and Housekeeping services.

With the rapid boom in industrial development, the demand for manpower has tremendously increased. Various sectors such as engineering, petrochemical, health care, IT, hospitality, real estate, banking and finance, electrical engineering, civil construction, outsourcing industries are in constant need for highly qualified professionals for their efficient handling

## Incredible Catering Services

Kitty Party Catering Services | Exhibition Catering Services | Outdoor Catering Services  
Corporate Party Catering Services | Event Management | Birthday & Wedding Cater

We, Incredible Catering Services, are positioned amidst some of the prominent service providers of extremely professional Catering Services for various types of occasions. In our service array we bring forth Total Wedding Solutions, Birthday

Parties, School and Colleges Functions, Govt. and Corporate Events to our clients. We also render these services in customized specifications as per the requirements and expectations of the customers.

Our main motto is to offer high quality catering services by providing diverse variety of delicious and nutritious menus for breakfast, lunch, dinner, snacks and midnight snacks sessions. Also, we are involved in offering food services for both business and personnel occasions and Free home/Office delivery with packed meal.



Contact No-91 9958162459, 9990986258, 011 -65196130

For Query:-



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### About IIHTM Incredible Institute of Hospitality & Travel Management

This Institute is one of the Training Institute who is providing all Kind of basic support for Hospitality and Other sectors. The target groups of its educational/ training programmes extend much beyond the organized sectors of the economy. Incredible Hospitality and Travel Management training Institute Provides activity focuses upon the jobs that an individual may potentially hold in the future.

In so far as the Tourism Growth and diversity of Tourism destinations is concerned, India is the best country where can find lots of opportunity. India, is known for its Heritage, Culture and bounties of Nature. It is home to some of the greatest monuments, the most ancient city in the world, the seat of Buddhism and the colors.

### Objectives and Missions

- To provide specialized Training in the Hospitality Management for Employment opportunity in the Tourism Sector.
- To Provide Qualitative Skilled manpower with in Rural and Gramin Area where more potential to get Job and Provide all Kind of Support for Grow and Development
- This programme is aimed to provide professional development opportunities for those who wish to pursue a career in either the public or private sectors of the tourism & hospitality industry. It is designed with consultation from the industry and taught by experts working in the field. This makes the course more workplace relevant and up-to-date, the graduates more employable.
- Graduates will possess generic competencies which will enable them to acquire career positions in the tourism & hospitality industries or in the broader service sector of the economy.

### Courses

- Diploma in Tourism & Travel Management Programme
- Diploma in Hospitality and Air Ticketing with CRS
- Diploma in Guest Relation Management
- Diploma in Housekeeping Management
- Diploma in Front Operation Operations
- Short Time Online courses
- Special Education for History, Geography and English Language

### Programme Duration

9 Months, with optional internship of additional 12 months.  
5 Months, with optional internship of additional 6 months.

### Foundation Courses /UG/PG

Intensive English Summer Course  
Professional Studies  
Soft skills & Personality Development  
Interview & GD Development

### Internship

The internship programme for Diploma level will commence upon completion of all units. Students must achieve a minimum 90% attendance and pass at least 90% of the units in order to participate in the internship. Internship is subject to interview.

### Mode of Instruction

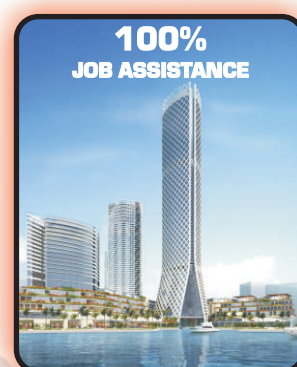
Teaching is delivered through a variety of methods including lectures, discussions, demonstrations, case-studies, practical exercises, activities and assessments.

### Certification

Upon successful completion and passing all units, students may exit with the IIHTM Institute Diploma in Tourism awarded by. Workforce Development Agency : Students will also be awarded with a certificate of internship from IIHTM upon successful completion of internship.



**Benefits for Students**  
Well Trained Teachers  
Live Video Classes from Singapore / Delhi  
Proper Guidance for Career  
Extra Class for Communication & Personality Development



### Why Travel Tourism:-

A career in the Travel and Tourism Industry will require from its aspirants a certain flare and a lot of confidence along with strong interpersonal skills. Someone who is looking to be a part of the tourism industry must have the hunger to learn new things every day, along with the knack of staying update with the latest news, socio, economic trends and a strong geography.

The travel, tourism and hospitality industry today is a very dynamic and booming work sphere with great scope for the use of creativity, imagination and orientation on a global level. The tourism industry in India is one of the largest and most profitable industries in the country and contributes substantially to the foreign exchange earned.

In 2008, four million tourists visited India and spent US\$8.9 billion, thus making India one of the global and most visited tourist destinations. The increase in tourism in India has created many jobs in a variety of related sectors, both directly and indirectly. An approximate 20 million people now work in India's tourism industry. Indian Tourism is thriving, owing to a huge surge in both business and leisure travel by foreign and domestic tourists and is expected to generate approximately US\$ 275.5 billion by 2018.

## Placement and Carrier





## General Admission Requirements

The students come from many different cities and bring with them a wide range of academic disciplines, experiences, special interests, talents and cultural heritages. The Admissions Office aims to form a student body, which will give the opportunity to each student to share education and grow in experience as a member of a national community.

In general, all applicants must have completed a secondary (high) school education or the equivalent of twelve years of schooling to be considered for admission. The College recognizes a strong academic performance at high school level as the primary determinant for college level success.

The criteria for admission have been prepared to enable the Admissions Office to select students who have potential to do college-level work and to place students in courses and programs appropriate to the student's academic preparation, in an effort to help them successfully realize their academic potential.

Any person who intends to register for a program/course at the College must first be admitted to the College. Application forms and the most current information about admission requirements can be obtained from the Admissions Office.

Minimum Admission requirements for all programs:

A High School leaving certificate or equivalent qualification is a necessary entry requirement. In the case of overseas applicants their secondary/high school credentials should be sufficient to allow them to apply for admission to post-secondary (higher) educational establishments of their home state.

Very good knowledge of the English Language with are required to take Foundation Courses in English.

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Note-Management reserves the right to issue clarifications, modify or amend the guidelines from time to time, without assigning any reasons.

## Minimum Admission requirements for the Postgraduate Programs:

A Bachelor's degree, or equivalent, from a recognized institution. Alternatively applicants may possess a professional qualification (or a combination of qualifications) officially recognized as being equivalent to a Bachelor's degree.

The director of Admissions is responsible for the evaluation of all applications for admission to the College.

## Procedure and Criteria for Admission

The Admissions Office bases its decision on the following factors:

A completed application form.

The application for admission may be obtained either in person or by writing to the Director of Admissions. A non-refundable fee must accompany every application.

Official or certified diploma and transcript of secondary (high) school records

Evidence of knowledge of English.

English is the language of instruction at the College. English is not a requirement for admission. Applicants whose native language is not English will take the College English Placement Test (EPT).

## Payment.

When the applicant receives an acceptance letter from the Admissions Office then he/she must send the application fee.

## Entrance Exams

All candidates should take and pass the institute Entrance Exam, Interview & GD in order for them to be accepted and allowed to register as full time students and Foundation Courses.

The purpose of this exam is to evaluate the students' level of English before they register for any program of study and to make sure that only candidates who are likely to succeed in their studies are admitted. Any student who passes the exam should be able to attend lectures, communicate and write in English without any difficulty.

There are no set books that candidates should study in advance, nor is there any preparation or training for this exam.

The minimum passing grade is a total of fifty (50) points out of the maximum one hundred (100). The Entrance exam consists of 2 parts which the students complete in three hours: Listening, Grammar, Reading Comprehension and Writing with Intermediate standard.

Candidates whose average grade is below fifty (50), will be accepted on the Foundation Course or the Intensive Summer Course. In order for them to be admitted to the full time program, they must take and pass the Entrance Exam again.



A report published by the Travel and Tourism Council (WTTC) says that the year 2020, tourism in India could add another Rs. 8, 50,000 crores to the GDP. India has still not realized its full potential from tourism. The travel and tourism industry holds tremendous potential for India's economy. It can provide impetus to other industries and create millions of new jobs.

The vast travel and tourism industry includes Government Tourism Departments, Immigration and Customs Services, Travel Agencies, Airlines, Tour Operators, Hotels etc and many associated service industries such as Airline Catering or Laundry Services, Guides, Interpreters, Tourism Promotion and Sales etc. India is a vast country with diverse cultures and traditions. Our country offers a great attraction for those who crave to know about the splendor and magnificence of one of the oldest civilizations of the world and its scenic beauty.

With the increasing globalization and opening up of the Indian economy to the world, travel and tourism in India is getting a great impetus. Technology, coupled with the growth of tourism globally, has had a large impact on transforming these jobs significantly.

This forecasts a bright future for all those who choose to make a career in the fields of Travel & Tourism and Hospitality.

India might be marked as flabbergasting number 41 in the top countries visited worldwide but it is sought to get better in years to come. The Tourism Sector in India might have seen a slump the previous year as compared to the previous year but it has managed to pull its weight and show an Annual Growth Rate of 4.3 per cent till June 2013.

Although it would seem all glamorous but the industry has much more to offer and requires hardworking and diligent individuals. Keeping in mind that there is no dearth of job prospects in the tourism and travel industry, on completion of your tourism studies, one can venture into the many lucrative aspects of the industry. Well groomed individuals are the need of any industry and especially ones where direct client interface is as much as this industry. The country requires more and more skilled, confident, well groomed and diligent aspirants to be a part of the travel and tourism industry.

## Scope of the Travel and Tourism Industry

The Travel and Tourism industry is a one such industry that even though it is relatively new than the others but is growing and is also expected to do well in the coming years as well. There are many concerns and industries that are direct contributors of the industry and hence in the long run create greater job opportunities to those who would want to be a part of the industry. Hotels, restaurants, retailing, transportation, travel agencies, tour companies, tourist attractions, leisure, recreation and sport, and cultural industries are some of the contributors to the industry.

Also, as per popular researches and studies, the tourism sector has created about 11 million jobs and has the potential to create another 37 million jobs in the future. Although the future of the industry is quite bright but still there is a lot of development in terms of infrastructure and skilled personnel.

## Career Options

There are many options to venture into to be a part of the tourism sector; public and private. The following are some of the profiles one can look into:

"Tourism Department: There are jobs as Reservation and counter staff, Sales and marketing staff, Tour Planners and Tour guides. There is also the requirement of Information assistants at the office of the Tourism departments who are selected through competitive examinations held by the Staff Selection Commission. The option of working as a Guide is also listed under the tourism department as the Ministry of Tourism recognizes three types of guides; regional, state and local.

Airlines: One can opt between being the ground staff or in flight staff. Apart from working as Airhostess/ Stewards, you can look into the option of Traffic Assistance, Reservation and Counter Staff, etc.

Hotels: The Hotel Industry being a service industry, serves the basic requirement of food and accommodation. One can choose from Operations, Front office, House keeping, Food and Beverages, Accounting, Engineering/ Maintenance, Sales, Public relations and Security, etc as one of the many departments to work with.

Tour operators: They are the ones who help organize conducted tours to the various tourist spots and manage the travel and stay of the tourists.

Travel Agents: Travel agents evaluate the requirements of tourists and businessmen and help them make the best possible travel arrangements from the many available. Many resorts, travel groups use travel agents to promote their tour packages to travelers.

Transport: Apart from airlines, travelers require rail services, coach operators, car hire companies to go from one place to another - by air, road, railway, sea etc. All this is take care by the ones handling transport.





### Course Commencement Dates

- .....2016
- .....2017

### Course Fees - 1 Year

	Amount INR
Application Fee (Non-refundable)	11,000/-
- Payable upon registration	
Administration Fee	22,000/-
- Payable upon signing of student contact	
Tuition Fee - Payable upon signing of student contact	45,000/-
Placement Charges	2,000/-
Medical Insurance	4,000/-
Study Tour	8,000/-
<b>Total Amount</b>	<b>92,000/-</b>



### Course Commencement Dates

- .....2016
- .....2017

### Course Fees - 6 Months

	Amount INR
Application Fee (Non-refundable)	6,000/-
- Payable upon registration	
Administration Fee	14,000/-
- Payable upon signing of student contact	
Tuition Fee - Payable upon signing of student contact	25,000/-
Placement Charges	2,000/-
Medical Insurance	2,000/-
Study Tour	8,000/-
<b>Total Amount</b>	<b>57,000/-</b>



### Course Commencement Dates

- .....2016
- .....2017

### Course Fees - 3 Months

	Amount INR
Application Fee (Non-refundable)	4,000/-
- Payable upon registration	
Administration Fee	8,000/-
- Payable upon signing of student contact	
Tuition Fee - Payable upon signing of student contact	14,000/-
Placement Charges	2,000/-
Medical Insurance	2,000/-
<b>Total Amount</b>	<b>30,000/-</b>



### Tourism & Hospitality Career Opportunities

Tourism and Hospitality Industries are vast and diverse where career opportunities may include specialist positions in local travel agencies, regional attractions as well as multinational corporations. Students may hold supervisory positions in resorts, hotels, convention and event management, airlines, clubs, attractions and government tourism bodies.

### Entry Requirement

For programmes, applicants must be 16-29 years old.

- Certificate in tourism or hospitality discipline Or
- Other qualifications from professional institutes may be considered on a case-by-case basis.

### Our Vision

To be an established training institute in India and the region providing training for the travel and tourism industry.

### Our Mission

To upgrade the professionalism, service, productivity of the travel and tourism trade through training and education.

### OUR CORPORATE CULTURE

#### ★ High Training Standard

*We are committed to providing a high standard of training.*

#### ★ Quality Training Courses

*We provide quality courses that are recognised and relevant to the changing needs of the industry.*

#### ★ Staff/Student Welfare

*We value and care for the well-being of our staff and students.*

#### ★ Environment and Community Policy

*We are environmentally friendly and community conscious*

### OUR CORE VALUE

#### ★ Excellent Customer Service

*We provide excellent customer service and always strive to surpass customer's expectations. The management and staff of IIHTM Institute will constantly maintain strong work ethics to foster good relationship with our partners and customers.*

#### ★ Team Spirit

*IIHTM Institute staff are well trained to handle the day-to-day operations and able to multi-task. With a strong team spirit, we are productive, efficient and effective.*

#### ★ Innovation and Creativity

*Staff are constantly encouraged to come out with new ways of doing things and think out of the box.*

### Refund Request

- (a) IIHTM will refund in full to protect students who immediately withdraw from the course in the event of any of the following:
- It fails to continue business due to insolvency and/ or regulatory closure and / or non-conformance during service delivery.
  - It fails to commence the Course on the Course Commencement Date due to insufficient numbers to form a viable class cohort, or for any unforeseen circumstances;
  - It terminates the Course, for any reason, prior to the Course Commencement Date;
  - It fails, for any reason, to complete the Course by the Course Completion Date;
  - It terminates the Course, for any reason, prior to the Course Completion Date; or
  - The Student's Pass application is rejected by Immigration and Checkpoint Authority (ICA).

- (b) All application fees paid to IIHTM are non-refundable. All other fees paid are refundable based on our refund policy as follow:

All deferments are subjected to IIHTM approval, depending on the availability of placement. Students will be informed of the outcome within seven (7) working days.

Students are allowed up to maximum of 1 months deferment period based on the prevailing course fees charged on the new commencement date. Should students decide to withdraw at the end of the 1 months, the refund policy will apply. No further requests for deferment will be entertained.

% of Refundable Fees	If student's written notice of withdrawal is received
100% of fees paid (except for Application Fee if any)	Within 7 days after signing the student contract
100% of fees paid (except for Application Fee if any)	30 days or more before the Commencement Date
50% of fees paid (except for Application Fee if any)	Less than 30 days before the Commencement Date
No refund	After the Commencement Date

#### Notes:

- Students who wish to do a withdrawal or request for refund, please fill up the "Student Transfer/Withdrawal/Deferment & Refund Form" available at the reception and hand the completed form back to the receptionist.
- IIHTM will review requests for refund based on compassionate reason(s) if any on a case-by-case basis.
- All refunds will be made in Singapore Dollars within seven (7) days after receiving the written notice.
- Any bank charges incurred during the course of refund will be borne by the student.
- International students must maintain a minimum of 80% attendance as stipulated by ICA. Breach of regulatory requirement will render cancellation of student pass and no refund of fees will be made.

#### Student Redress, Feedback and All Grievances Processes

In order to serve you better, we truly value your feedback. We will make every effort to address your feedback your feedback and revert to you as soon as possible.

#### Upon receipt of your feedback, we will take the following actions:

- Acknowledge feedback within 24 hours
- initiate our investigation and conduct interview for verifications (if necessary) within 7 working days
- Resolve complaints within a maximum of 21 working days upon receipt of the complaint

In the event that you are not satisfied with our response, you can make an appointment to meet our senior management.

For cases, whereby the resolution by the senior management is not acceptable to you, you may bring the issue up to the attention of Management.

#### Appeal of Examination Results

- For students who wish to appeal for review of examination results, please fill in the Appeal Academic Result Form.
- Training and Curriculum department will review and investigate the matter and revert within 21 working days.

#### Student Expulsion

Student is subjected to expulsion for serious misconduct and/ or any breach of the institute's rules and regulations.

#### Confidentiality

IIHTM is committed to maintaining the confidentiality of the applicant's personal information and undertakes not to divulge any of the applicant's personal information to any third party other than relevant Government Authorities without the prior written consent of the student.

#### Changes

IIHTM Institute reserves the right to cancel, postpone or amend any aspect of the course due to unforeseen circumstances.

### Core Faculty

Mr. V. Singh (M.Sc., PGDCA, MBA from IITM (Ministry of Tourism and Government of India). Diploma in Adventure Tourism, Retail and Marketing)

### Director's Profile

Mrs. Shiva Singh (MA Indian History, B Ed, M Ed, Special Education for Child care Development and Hospitality Management, P HD\*)