

CERTIFIED HOSPITALITY EDUCATOR (CHE) workshop

Build Your Reputation For Classroom Excellence

- ▶ **Programme** Certified Hospitality Educator (CHE) Workshop
(Exclusive for SHTM Colleagues, Research Students and D.HTM Students.)
- ▶ **Date** 2-6 July 2013
- ▶ **Time** 9:00 am to 6:00 pm (Workshop on 2 to 5 July)
(CHE Examination on 6 July)
- ▶ **Site** School of Hotel & Tourism Management
The Hong Kong Polytechnic University
17 Science Museum Road
Tsimshatsui East
Kowloon
Hong Kong
- ▶ **Instructor** Dr. Fred Mayo, MBA, Ph.D., CHE, CHT
- ▶ **Programme Fee** US\$1,300 (HK\$10,140)
(Fee includes application administration and educational workshop materials.)
- ▶ **Transfer and meals** Participants are responsible for their own transfer and meals.

▶ **Admission Requirements**

PLAN A requirements	PLAN B requirements
<ul style="list-style-type: none"> Currently employed full-time as a post-secondary hospitality educator, with at least two years of experience in one or more such positions Have at least a baccalaureate degree or international diploma from an approved institution Have at least two years of full-time professional experience in the hospitality industry, with a minimum of one year in a managerial or supervisory position Speak, read, and write English fluently 	<ul style="list-style-type: none"> Currently employed full-time or part-time as a post-secondary hospitality educator Have at least five years of full-time professional experience in the hospitality industry, with a minimum of two years in a managerial or supervisory position Speak, read, and write English fluently

The CHE programme features an exclusive, five-day professional development workshop that leads to professional certification. The workshop offers intensive, interactive learning experiences, the latest global principles and skills that provide the best educational experience for hospitality students.

Candidates who successfully pass the certification examination and video presentation will earn:

- Certified Hospitality Educator designation
- CHE certificate and plaque
- CHE lapel pin

Deadline for submitting the [application form](#) with your current resume is **30 April 2013**. Successful applicants will be informed individually.

For details, please contact Miss Flora Ng at School of Hotel & Tourism Management, The Hong Kong Polytechnic University by email flora.ng-ps@polyu.edu.hk or phone (852) 3400 2635.

Admission of candidate is based on Plan A or Plan B requirements, details of which can be found in the attached fact sheet. Please ensure that you meet all the requirements in either Plan A or Plan B. ***Submit your resume together with this form.*** Successful applicants will be informed individually.

PERSONAL DATA (Please type or print clearly.)

NAME (Mr./Ms.)		
Mailing Address (for CHE materials delivery)		
Phone ()	Fax ()	email:

ACADEMIC EXPERIENCE

Total number of years employed as a hospitality educator:

PRESENT POSITION	From :	To :
Institution		
Address		
Phone ()	Fax ()	email:

INDUSTRY EXPERIENCE

Total number of years employed in the hospitality industry:

POSITION	From :	To :
Company/Property		
Address		
Phone ()	Fax ()	email:

FEE/PAYMENT

The full tuition fee for the CHE program is US\$1,300 (HK\$10,140). Please make cheque payable to 'The Hong Kong Polytechnic University'. Your cheque or credit card information must accompany this completed registration form. We will only bank-in your cheque or bill your credit card once your application has been confirmed to be successful.

Payment: My cheque is enclosed.
 Please bill my credit card: Visa MasterCard

A/C Name.: _____ Signature: _____

A/C No.: _____ Expiry Date: _____

CERTIFICATION AGREEMENT

With this application, I am applying for candidacy status for the Certified Hospitality Educator (CHE) program and submitting **the requested documentation, which includes a current resume**. In submitting this application for the Certified Hospitality Educator program, I acknowledge that the information I have provided is accurate. I hereby give the Education Institute permission to make a thorough investigation of my past employment, education, and professional development activities, and I release from liability all persons and companies supplying such information. I indemnify all persons I have listed in this application against any liability which might result from such an investigation.

In addition, I further agree to hold the Education Institute and its Certification Commission harmless from any and all liability in the event this application is rejected on the basis of the information furnished to the Educational Institute by me or third persons which would, in the judgment of the Educational Institute, make me ineligible for certification. I agree to accept the Certification Commission's decision as to my eligibility for this certification.

Signature: _____ Date: _____

Send this completed form together with a current resume to:
 EDP Secretariat, School of Hotel & Tourism Management,
 The Hong Kong Polytechnic University, 17 Science Museum Road, Tsimshatsui East, Kowloon, Hong Kong
 by email: flora.ng-ps@polyu.edu.hk or via fax: (852) 2356 1390 **on or before 30 April 2013**