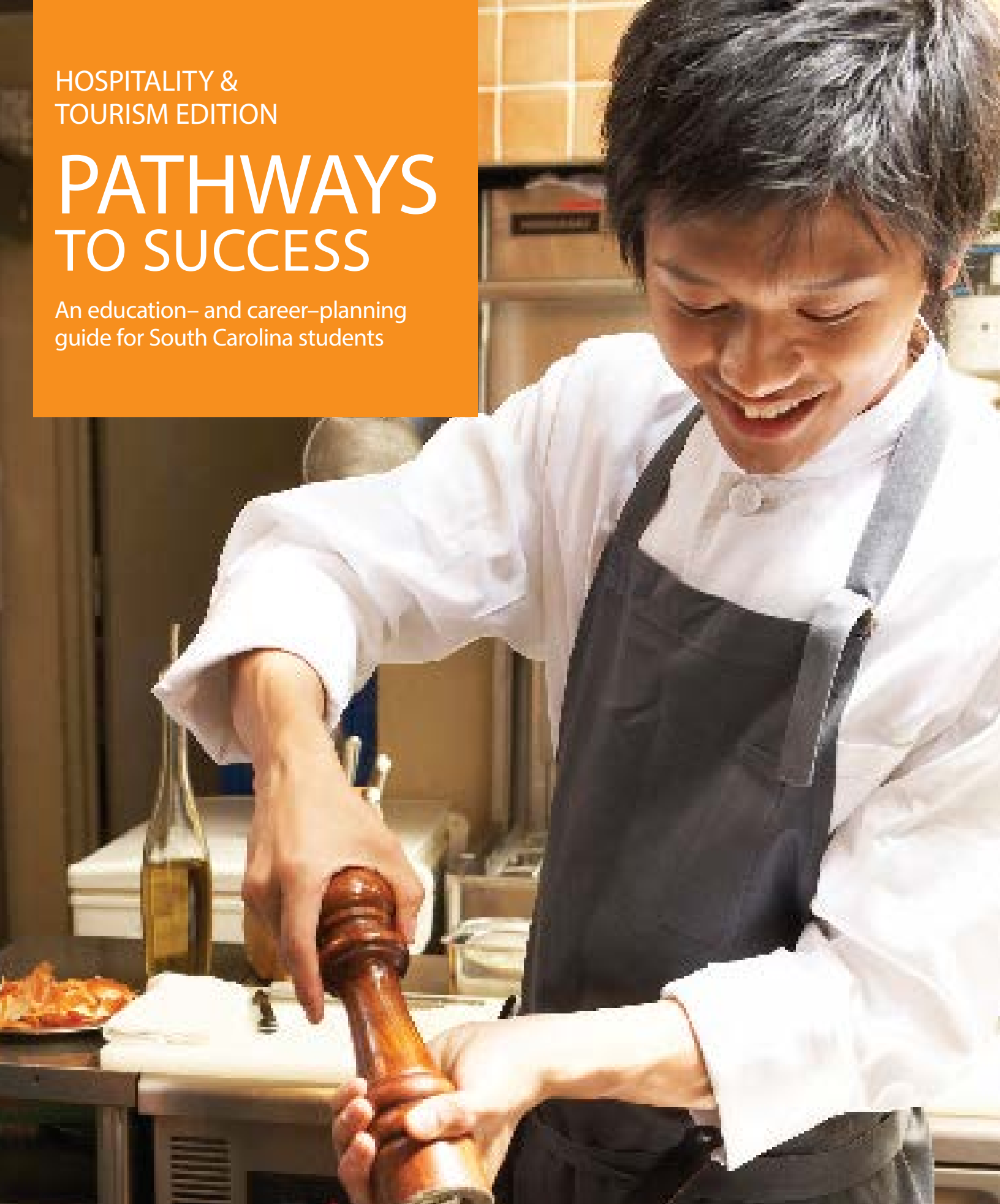


HOSPITALITY &  
TOURISM EDITION

# PATHWAYS TO SUCCESS

An education– and career–planning  
guide for South Carolina students





## Dear South Carolina Student,

“What do you want to be when you grow up?” You’ve heard it again and again, and if you’re like most people in school, you probably feel pretty lost. However, knowing what appeals to you or, better yet, what you want to do, can help you focus on those subjects and activities that will prepare you for the future.

But with so much to think about in life right now, and so many career directions to choose from, choosing a career pathway can be overwhelming. Even worse, what if you were to decide and then change your mind?

How would you like to know more about your options? This guide offers you realistic insight into various career clusters and how they might fit into the way you think and feel.

Pathways to Success can help you get started. It is a series of education- and career-planning guides designed to help you make informed, smart career decisions. You can use this information to eliminate options that aren’t attractive, so you can begin focusing on a career direction that is more appealing.

If you change your mind along the way, Pathways to Success can help you redirect your career plans, courses, and extracurricular activities.

In South Carolina, there are 16 career clusters that you can explore. This issue of Pathways to Success introduces you to one of these clusters. The clusters correspond to different fields within the job market (business, healthcare, the arts, agriculture, manufacturing, etc.).

Each issue of Pathways to Success explains what it is like to work in one of the career clusters, what kinds of jobs are available, and what parts of the career cluster are growing fastest. It also spells out the specific ways to prepare yourself for an occupation: majors to choose in high school, what classes to take, opportunities to learn outside of class, and the kind of education and training you can pursue after high school.

Believe it or not, being in school gives you a great chance to explore all of your options. So go for it. Figure out just how you feel about certain subjects. Seek out those things that you feel good about. Then start preparing yourself so you will be able to do the things you like to do “when you grow up.”

# Help Yourself to a Career in Hospitality and Tourism

There’s no better place than South Carolina to build a career in Hospitality and Tourism. The state’s natural and cultural attractions draw more than 29 million visitors every year and make Hospitality and Tourism the state’s number one industry. From start-up jobs in restaurants to high-level corporate management of multimillion-dollar hotel chains, Hospitality and Tourism offers engaging, people-oriented work in picturesque surroundings. The ultimate goal is to help people have a good time. Read on to discover whether or not you have what it takes to be successful in Hospitality and Tourism.



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### ATTENTION:

#### Parents, Teachers, and Counselors: This Guide Is for You, Too.

This career cluster guide speaks to students about their education and career paths, but you play a critical role by providing guidance as they plan their futures. Read this guide and learn more about the Hospitality and Tourism cluster. Then sit down and talk with your child or the student you are advising. Help craft an Individual Graduation Plan, or IGP, that puts that teen on a personal pathway to success (see “What is an IGP?” on page 6).

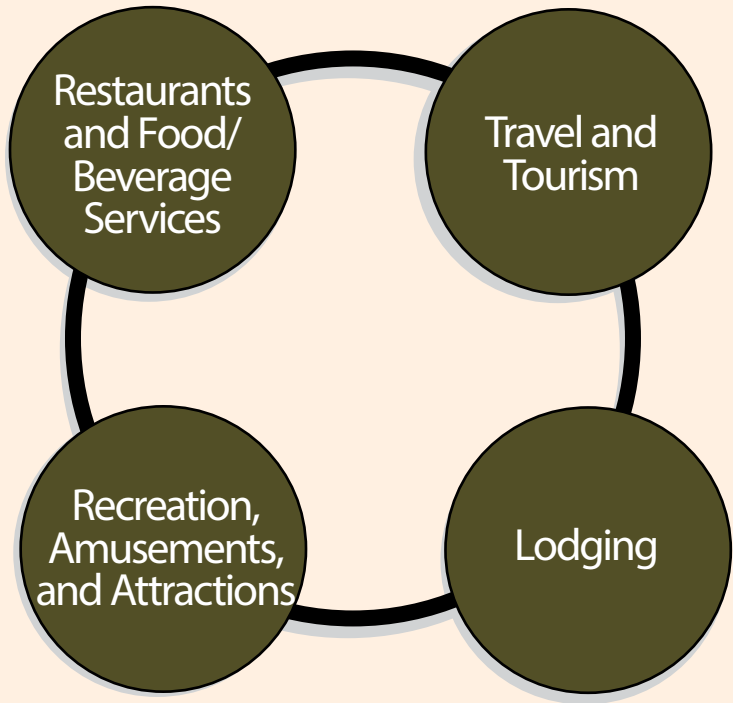


# What Are Career Clusters and Majors?

Career clusters help you acquire the knowledge and skills you need to reach your personal career goals. They organize what you learn in school around specific professional fields such as Education and Training or Information Technology. Information Technology, for example, focuses on professions that require highly technical training, while Human Services emphasizes occupations that involve people skills. South Carolina recognizes these 16 career clusters offered at various schools across the state.

- Agriculture, Food, and Natural Resources
- Architecture and Construction
- Arts, A/V Technology, and Communications
- Business, Management, and Administration
- Education and Training
- Finance
- Government and Public Administration
- Health Science
- Hospitality and Tourism
- Human Services
- Information Technology
- Law, Public Safety, Corrections, and Security
- Manufacturing
- Marketing, Sales, and Service
- Science, Technology, Engineering, and Mathematics
- Transportation, Distribution, and Logistics

## Majors Clustered Under Hospitality and Tourism



Each cluster consists of career majors, which are based on groups of professions that require similar talents, knowledge, and skills. For example, four majors fall within the Hospitality and Tourism cluster (see diagram above). Each major provides the courses and experience necessary to move toward employment in specific fields such as travel and restaurant management, either right after high school or after additional education in college, the military, or elsewhere.

## A Model Career Cluster System

Career Awareness (Grades K-5)	Grades K–2 <ul style="list-style-type: none"><li>• Students learn about different kinds of work.</li><li>• Students are instructed in diversity and gender equity in the workplace.</li><li>• Students learn about goal setting and decision making.</li><li>• Students learn what it means to be a good worker.</li></ul>
	Grades 3–5 <ul style="list-style-type: none"><li>• Students use career assessments instruments to identify occupations.</li><li>• Students learn about occupations in the various career clusters.</li><li>• Students get involved in career guidance classroom activities.</li></ul>
Career Exploration (Grades 6-8)	6th Grade <ul style="list-style-type: none"><li>• Students begin career exploration activities, including identification of learning opportunities in the community.</li><li>• Students take career assessment instruments.</li><li>• Students identify jobs within the clusters requiring different levels of education.</li></ul>
	7th Grade <ul style="list-style-type: none"><li>• Students identify the steps of the career decision-making process.</li><li>• Students identify and explore sources of career information.</li><li>• Students take career assessment instruments.</li><li>• Students explore work-based learning activities including service learning, job shadowing, and mentoring.</li></ul>
	8th Grade <ul style="list-style-type: none"><li>• Students pick a cluster of study that they are interested in exploring.</li><li>• Students explore work-based learning activities including service learning, job shadowing, and mentoring.</li><li>• Students meet with parents, counselors, teachers, guardians, and legal designees to develop both an academic and career portfolio consistent with their academic and career focus.</li><li>• Students take career assessment instruments.</li></ul>
Career Preparation (Grades 9-Postsecondary)	9th Grade <ul style="list-style-type: none"><li>• Students may declare majors and focus their elective choices in particular areas.*</li><li>• Students review and update their IGPs.</li><li>• Students take career assessment instruments.</li><li>• Students explore work-based learning activities including service learning, job shadowing, and mentoring.</li></ul>
	10th Grade <ul style="list-style-type: none"><li>• Students should declare a career major.*</li><li>• Students review and update their IGPs.</li><li>• Students take career assessment instruments.</li><li>• Students explore work-based learning activities including service learning, job shadowing, and mentoring.</li></ul>
	11th Grade <ul style="list-style-type: none"><li>• Students review and update their graduation plans, with particular attention to postsecondary goals.</li><li>• Students take career assessment instruments.</li><li>• Students explore work-based learning activities including service learning, job shadowing, and mentoring.</li><li>• Students may change or modify their career majors.</li></ul>
	12th Grade <ul style="list-style-type: none"><li>• Students complete requirements for their majors.</li><li>• Students receive recognition for completion of career cluster majors at graduation.</li><li>• Students take career assessment instruments.</li><li>• Students explore work-based learning activities including service learning, job shadowing, and mentoring.</li><li>• Students may change or modify their career majors.</li></ul>
	Postsecondary <ul style="list-style-type: none"><li>• Students follow aligned career cluster pathways to a two- or four-year college, the military, other postsecondary education or training, or employment.</li><li>• Students obtain rewarding entry-level employment within their chosen clusters.</li><li>• Students continue to refine career choices throughout their lifetimes of learning.</li></ul>

\* Students are encouraged to review their IGPs and modify or change this focus throughout their secondary school careers with the guidance of educators and parents.



# Seven Steps to Success



Making your way through high school, on to college, or other education, and into a Hospitality and Tourism career all starts with smart planning.

Your future career can be fun, or it can make you totally miserable depending on whether you choose one that fits your unique personality, interests, goals, and abilities. Planning to be a nurse, for example, makes no sense if you can't stand the sight of blood. Forget being an engineer if you aren't going to take on advanced math. And if you live to be outdoors, opt out of a profession that keeps you cooped up in an office all day. The truth is, earning a living for about 40 years is a lot more rewarding—financially and otherwise—if you find the profession that fits you perfectly.

The search for your perfect profession starts with creating an Individual Graduation Plan, often called an IGP, to guide you through high school (see “What is an IGP?” on page 6). Every South Carolina student is required to create an IGP, but don't think of it as a hassle. Instead, look at it as a chance to explore your interests and options and to start working toward your personal dream—whether it's to be a movie star or a minister, a CEO or a chef, an entrepreneur, or an engineer.

## Here's a step-by-step guide to creating your own Individual Graduation Plan.

### ■ Step 1: Complete Assessments

Start putting together your IGP by determining your strengths and weaknesses, what you love (or hate) to do with your time, and your hopes and dreams in life. To find the answers to these and other questions, take advantage of career assessment tools such as Holland's Self-Directed Search, ASVAB (Armed Services Vocational Aptitude Battery), and the Kuder Interest Inventory available through your school and online (see “What is an IGP?” on page 6).



### ■ Step 2: Research Your Career Opportunities



After learning more about yourself, put together a list of careers you might want to research. Get the facts about what each possible profession pays, how many jobs in those professions are available in South Carolina (both now and in the future), and what kind of education you'll need to break into each of them. (For profiles

of 24 career options in Hospitality and Tourism, see page 8). Use the career information resources available through your school's library and the Internet, including SCOIS, O\*NET, and COIN (see “Resource Roundup” on page 21). Go beyond the statistics, though, to get the inside story on what those who work in occupations on your list really do every day. Start by contacting professional associations and visiting Web sites, then arrange personal interviews and job shadowing.

### n Step 3: Explore Your Education Options



Use your list of possible professions to investigate your education options in high school and beyond (see “Guide Your Own Tour of Postsecondary Opportunities” on page 18). Identify both two-year and four-year colleges with programs that best fit your career goals. In the same way, find out about obtaining associate's degrees at two-year technical colleges with programs in Hospitality and Tourism. Also, research opportunities for Hospitality and Tourism training in the military. Then look at the clusters, majors, and courses offered in high school as well as special programs such as co-op education and dual-credit courses. Learn about academic requirements and tests you may have to take to graduate and get into college, including PACT, PSAT, PLAN, SAT, ACT, and WorkKeys. Also, explore extracurricular activities (see “Learn by Doing” on page 16) related to your list of possible professions, including sports, community service groups, band, clubs, and student organizations such as FCCLA, SkillsUSA, and DECA.

### n Step 4: Talk About Your Options With Parents and Counselors

Assessments and research are essential, but input from your parents (or guardians), counselors, and teachers can also help as you narrow your career and education choices. Talk with them about what you are learning as you are assessed—they can help you further identify your strengths, opportunities, and interests. Tell them about your hopes and dreams. Discuss with them career options five, 10, or 20 years from now. Ask them to help with your research by providing resources or using their contacts to set up career exploration experiences such as job shadowing and internships. Time with your guidance staff person may be limited, so make the most of it. Come in with clear and well-researched ideas about your future, and ask what he or she can do to help you get where you want to go in life.

### n Step 5: Make Your Choices and Document Your Decisions



Now that you are armed with valuable research and good advice from people you trust, it's time to make some decisions. Ask your counselor what format your IGP should follow—it likely will include most of the information shown in “What is an IGP?” on page 6. Select your career objective, cluster, and major, and write them down on your IGP. Fill in a tentative schedule for your high school years. Add to your plan lists of the out-of-class and work experiences you want to pursue and your goal after high school—college, the military, employment, or another option. It's also smart to create a career portfolio, which is a file of material related to the education and career choices in your IGP. This folder might include items such as a resume, samples of your schoolwork, and research and assessment information. Once you have documented your decisions, save your IGP and career portfolio as your school directs.

### n Step 6: Review and Revise Your IGP Each Year

A good IGP is frequently updated. It expands and changes as you go through high school. At least once at the end of each year, go back to your IGP and revise it as needed. Ask yourself if your decisions are still sound or if you've changed your mind about your career objective or plans after high school. Be realistic, but don't feel locked in to the choices you made earlier. Switching your cluster or major as you learn more about your interests and options in life is okay. Some direction—even if it changes—is better than no direction at all. Use this annual review of your plan to make choices that are intentional, not accidental, as you grow and change.

### n Step 7: Graduate and Move On to Additional Education or Employment

The goal of an IGP is to give you a clear path to high school graduation, but that's not the end of your road to success. The plan you created will carry you on to college, the military, an apprenticeship, other education or training, or directly into the job market. You likely will continue to evaluate, research, discuss, and refine your career choices after high school and throughout your life.



# What is an IGP?

An Individual Graduation Plan (IGP) is like a road map to your future. If you stay on course, you'll reach your destination—graduation—with all the courses, skills, and experience you need to take your education or career to the next level. Here's what a basic IGP includes:

Information such as your name and school.

Your chosen career cluster is a field of study such as Information Technology or Hospitality and Tourism on which you plan to focus in high school and beyond. South Carolina recognizes 16 career clusters (see page 2), although local schools and districts may offer different clusters. This guide is an introduction to the Hospitality and Tourism cluster.

Your plan for what to do after high school—get an associate's or bachelor's degree, enter the armed forces, seek industry certification, find employment, or pursue other options. Be specific—it's just a goal you can change later if needed.

A grade-nine-through-twelve outline of classes you should take, including core academic classes required for graduation and electives. Fill in the specific classes your school offers.

Your school may make this type of basic IGP part of your career portfolio—a file or folder that also may contain such information as results of your career-interest assessments, examples of your schoolwork, your scores from standardized tests, and records of your work experiences.

**Individual Graduation Plan**

Name: Jodi Sta. Maria-Lacion  
School: West High School  
Cluster: Hospitality and Tourism  
Major: Hospitality Management and Operations  
Postsecondary Goal: Master's degree in hotel, restaurant, and tourism management from a four-year college

Required Courses			
Algebra 1	Geometry	Algebra 2	Pre-Calculus
English 1	English 2	English 3	English 4
Physical Science	Biology 1	Chemistry 1	Physics
World History	U.S. History and Constitution	Economics/American Government	Field Science Technology and Nutrition
Physical Education	French 1	French 2	Marketing
Computer Science	Introduction to Hospitality Management and Operations	Hospitality Management and Operations 1	Hospitality Management and Operations 2

Communicative Activities: Family, Career, and Community Leaders of America (FCCLE)  
Work-Based Learning Opportunities: Internship, Co-op, Education, Job Shadowing

Out-of-class learning opportunities you want to pursue, such as student organizations or work experiences.

Your chosen career major, a field such as Hospitality Management and Operations, in which you plan to work when you enter the job market.

# Be a People-Pleasing Pro



If you know how to make people happy, you can go far in Hospitality and Tourism.



## Quick Quiz

Answer "yes" or "no" to these questions to see if Hospitality and Tourism is the right career cluster for you.

1. I am skilled at giving speeches in front of a group of people.
2. I am good at being in charge of planning activities or events at school.
3. I am good at researching different locations for a vacation.
4. I am good at converting measurements when preparing a recipe.
5. I can prepare meals for myself.
6. I'd like to help people with their problems.
7. I'd like to help people plan vacations or business trips.
8. Understanding people and helping them with their wants and needs is the kind of challenge I want in a job.

Totals: "Yes" \_\_\_\_\_ "No" \_\_\_\_\_

If you answered "yes" to five or more of the questions, then you may have what it takes to make it in Hospitality and Tourism.

Source: SCOLS (Coin Career) Assessment Tests

The Hospitality and Tourism career cluster has opportunities galore. As the number one industry in South Carolina, the hospitality industry employs more workers than any other career cluster and pumps tens of billions of dollars into the state's economy each year.

In Hospitality and Tourism, the object is to help people relax and have fun. If you're good at putting people at ease, if you can deliver prompt, first-class service, and if you can do so in a way that makes people feel good, then this could be the cluster for you.

It might seem odd to build a business around an intangible quality such as hospitality. Industry analysts, however, know the dollars-and-cents value of an organization staffed with gifted people-pleasers and the impact such organizations can have on the whole economy. For example, the Charleston area, one of the top tourist attractions in the country, is also one of the fastest growing metropolitan areas. Myrtle Beach, a tourist mecca, draws workers who drive hours just to support the needs of visitors.

Many of the jobs in Hospitality and Tourism are entry-level positions, but the industry is known for promoting from within and for employing a large number of young managers. More than eight out of 10 employees who earn annual salaries at table service restaurants nationwide started as hourly employees. Restaurants also employ more minority managers than any other industry.

Business management skills are as important as people skills to getting ahead in this cluster. You need to know how to balance accounts, use a computer, put together a business strategy, and make people feel at home. If you want to run your own business, be prepared for long hours on the job, but above all, be ready to grow. Talented people rise quickly in the Hospitality and Tourism industry.



## About This Chart

This chart is a sampling of 24 of the more than 100 occupations that fall within the Hospitality and Tourism sector of the South Carolina job market. For more information about any Hospitality and Tourism occupation, check out the South Carolina Occupational Information System (SCOIS). This electronic database is packed with valuable information on careers, colleges, scholarships, and more. SCOIS is available in local schools and at more than 600 other locations throughout South Carolina. Here are explanations for the abbreviations and symbols used in this chart.

### Education Requirement Abbreviations

- C — 12- or 18-month certificate
- AD — Two-year associate’s degree
- AP — Advanced Placement
- BD — Four-year bachelor’s degree
- HS — High school diploma or GED
- MA — Master’s degree
- NA — Information not available or item does not apply
- OJT — On-the-job training
- DD — Doctorate degree

Source: [www.salary.com](http://www.salary.com)

# 24 Career Choices in Hospitality and Tourism

Occupation	SC Salary	Job Growth <sup>1</sup>	Education Required <sup>2</sup>	Career Readiness Certificate Level <sup>3</sup>	Description
Administrative Support Supervisor	\$39,650	18.1%	HS, AD	Gold	Coordinates interdepartmental training and planning such as location scheduling, logistics, menus, and food purchases for special events.
Host/Hostess	\$15,756	N/A	HS	Gold	Takes reservations; assigns customers to tables in an establishment and divides the dining area into areas of responsibility for the various servers on duty.
Archivist and Curator	\$32,890	18.4%	MA, DD	Gold	Assesses, collects, organizes, preserves, maintains control over, and provides access to information determined to have long-term value.
Bartender *	\$15,500	19.3%	OJT, AP	Silver	Mixes and serves alcoholic and nonalcoholic drinks to customers in bars, restaurants, hotels, and private clubs.
Bellperson	\$17,780	17.2%	OJT, HS	Silver	Carries baggage and performs a variety of personal services for hotel and motel guests and for passengers on ships, trains, and buses.
Bookkeeper and Accounting Clerk	\$27,320	19.3%	HS	Gold	Keeps records of what is bought, sold, owed, and owned; what money comes in; what goes out; and what is left for an organization.
Bus Driver	\$18,740	18.5%	OJT	Silver	Drives bus and typically drops off and picks up passengers on a predetermined route schedule.
Cook	\$22,070	19.5%	OJT, HS	Bronze	Prepares food intended to be served in a restaurant.
Dishwasher	\$14,630	16.5%	NO	Bronze	Cleans dishes, silverware, and cooking utensils by hand or machine and keeps the kitchen work area clean and orderly.
Food and Beverage Service Worker	\$15,190	16.5%	OJT, HS	Silver	Greets, takes orders from, and serves food and beverages to customers in restaurants, diners, and cafeterias.
Food Service Manager	\$40,820	17.1%	HS, AD, BD	Gold	Oversees the operation of establishments such as restaurants, school and hospital cafeterias, and catering operations within the industry.
Health Club Manager	\$61,210	17.2%	BD	Gold	Runs health club facilities in a safe and efficient manner, making sure the club is effective and comfortable for the patrons.
Hotel Manager	\$40,980	17.3%	OJT, AD, BD	Gold	Coordinates the operation of hotels and motels to ensure their efficient operation and profit and to provide the best possible accommodations for guests.
Housekeeper	\$15,950	16.1%	OJT	Bronze	Supervises and coordinates the work of the household staff in cleaning rooms and changing bed linens and towels in hotels, motels, and resorts.
Janitor	\$17,230	16.1%	OJT	Silver	Takes care of an area, such as a school, office building, or apartment block and is primarily responsible for cleaning and often some maintenance and security.
Laundry/Dry Cleaning Machine Operator	\$16,590	18.8%	OJT, HS	Bronze	Oversees the washing/cleaning of items which would otherwise be damaged by water and soap or detergent.
Meeting & Convention Planner	\$39,620	23.1%	HS, OJT	Gold	Plans and coordinates meetings, special events, and conferences.
Desk Clerk/Concierge	\$17,700	12.8%	HS, OJT	Silver	Assists guests with various requests such as making reservations and arranging for services and procurement of tickets to special events.
Recreation Program Director	\$19,880	18.0%	BD	Silver	Plans, organizes, and directs activities for the public at parks, recreation areas, health clubs, and community centers.
Recreation Worker	\$19,880	18.0%	OJT, HS, AD, BD	Silver	Organizes and teaches leisure activities for the public at playgrounds, campgrounds, and theme parks.
Reservation and Ticket Agent	\$25,020	23.6%	OJT, HS	Silver	Works for transportation companies, government agencies, and other businesses, providing assistance to individuals and groups planning trips.
Grocery and Related Product Wholesaler	\$44,210	12.4%	BD	Silver	Communicates with existing customers and identifies and approaches potential customers in order to maximize sales.
Travel Agent	\$28,380	11.7%	AD, BD	Gold	Works for private agencies arranging travel, lodging, and related reservations for people planning trips.
Waiter/Waitress*	\$13,730	11.7%	OJT	Bronze	Works at a restaurant or a bar attending to customers, supplying them with food and drink as requested.

1 The expected percentage increase or decline in the number of positions in the profession in South Carolina through 2008.  
2 The minimum educational attainment required to enter the profession; occupations may have different entry-level jobs for those with different degrees.

3 The South Carolina Career Readiness Certificate demonstrates to employers that you have the skills necessary to be successful in your chosen occupation.  
For more information on the CRC in South Carolina go to [www.WorkReadySC.org](http://www.WorkReadySC.org).  
\* This is a base salary. It does not include potential earnings from tips.



# Choose a Major

Explore your career and education options in Hospitality and Tourism, and pick the one that suits you best.



## 10 Fastest-Growing Hospitality and Tourism Professions

Occupation	Job Growth
1. Travel Agent	26.9%
2. Waiter/Waitress	20.2%
3. Dishwasher	20.2%
4. Food and Beverage Service Worker	19.9%
5. Cook	19.9%
6. Bellperson	19.6%
7. Bartender	19.6%
8. Janitor	19.2%
9. Housekeeper	19.0%
10. Hotel/Motel Manager	18.6%

Based on expected growth in percentage of jobs available between 2001 and 2008 in South Carolina. Source: SCOIS

In the world of work, one size does not fit all. As your career unfolds, it may turn out that choices you made earlier aren’t right for you in the long run. That’s why it’s really important to always know what your options are. If Hospitality and Tourism interests you, you need to look more closely now at the ways you can prepare for work in this cluster.

The Career Major Maps beginning on page 12 will help you find your way through the Hospitality and Tourism cluster and give you a good idea of the choices you face. It’s pretty clear-cut, really. To make your way to particular jobs, you have to prepare in particular ways, and the career majors represent those different pathways to different jobs. (See “What Are Career Clusters and Majors?” on page 2.)

The Career Major Maps include sample high school schedules, but your school may offer different programs and classes. The maps also include information about extracurricular activities, options after high school, and jobs for which each major might prepare you. Use these maps to create your IGP and to chart your course into the career of your choice. In Hospitality and Tourism, you can chose from four different majors:

- Restaurants and Food/Beverage Services (page 12)
- Travel and Tourism (page 13)
- Recreation, Amusements, and Attractions (page 14)
- Lodging (page 15)

Each of these majors corresponds to a different set of jobs in the Hospitality and Tourism industry in South Carolina.\* If you choose the Travel and Tourism major, for example, you can follow that pathway on to programs in Hospitality and Tourism offered at two- or four-year colleges, then into a job in the tourism business after graduation. Generally, you need to take four electives in your major area to graduate with a high school major.

For an idea of how all this works in real life, read “A Passion for Cooking,” the story of budding chef Franklin Elmore, on page 11. You, too, may end up winning gold medals in national competitions as Elmore has, and find your way to a job that you truly love.

## Revisit Your Choices

If you find yourself unhappy with where a career pathway is taking you, it’s no big problem. Because you have a reliable set of career road maps, you can always pull over, take a break, and reconsider your earlier decisions. As you move along through your high school career, you will have plenty of opportunities to review and change your choices. You are free to sample different majors and opt for the one that best suits your tastes.

\*The U.S. Department of Education lists these four basic majors under Hospitality and Tourism but uses different names. The Lodging Management and Operations major may be pursued in South Carolina at the postsecondary level. Local schools and districts may offer fewer career clusters and majors, clusters and majors that are organized differently, or clusters and majors with alternative names.

# A Passion For Cooking

Franklin Elmore aspired to become a chef while watching his mother and grandmother in the kitchen of their home in Green Sea, South Carolina. Marvin Pendarvis enrolled in Lodging Operations and Management classes at Garrett Academy in North Charleston because of the competition. “I like to compete,” he said.

Kaylee Crane got a job in a restaurant in her hometown in Massachusetts and became interested in cooking. When she moved to South Carolina in high school, she enrolled in the ProStart Culinary Arts class at Wando High School in Mt. Pleasant.

Spring Hardee enrolled in the Lodging Operations and Management class at North Myrtle Beach High School and discovered she not only liked hotel management but was also good at it.

Four different students from four different South Carolina communities who have one very important thing in common: through high school classes, competitions, and student organizations they discovered a passion for hospitality and tourism.

In high school, Franklin Elmore took culinary arts classes, worked in restaurants, and participated in the Family, Career, and Community Leaders of America (FCCLA) Culinary Competition. After taking first place in the South Carolina competition, he went on to win a Gold Medal in the national championships. Franklin continued his education in culinary arts and business management in a four-year program, working two jobs and using the scholarships he won at competitions to cover his expenses.

Marvin Pendarvis enrolled in hospitality classes because of the competition, but kept taking them because he liked the subject and the idea that he could have a career that was all about helping people have fun. He and his teammates took second place at the South Carolina Hospitality Student Invitational—a feat that helped convince Marvin to pursue a four-year degree at the University of South Carolina.

With encouragement from her ProStart teacher, Kaylee Crane entered the Sustainable Seafood Competition and took first place in her division. That got her a spot on the school’s ProStart Culinary team. Kaylee and her teammates took first place at the SC ProStart Student Invitational and went on to represent South Carolina at the National ProStart Student Invitational. They didn’t win, but Kaylee caught the attention of industry leaders who are helping her obtain her four-year degree at the University of South Carolina’s School of Hotel, Restaurant and Tourism Management. She also earned a national ProStart Certificate of Achievement.

Spring Hardee was the first South Carolina student to earn the national Lodging Management Program Certificate of Achievement. To do so, she had to pass a national exam and work with a mentor in the industry. Earning the certificate gave her the confidence to pursue a four-year degree in hospitality management. Less than a year after her graduation from college, she was named assistant manager of a prominent beach hotel.

Hospitality and Tourism success stories abound in South Carolina, starring high school students just like you. Explore the Hospitality and Tourism Career Cluster, and you might discover a lifelong passion.



## Academic Basics

Hospitality and Tourism careers are no different from any other: if you’re relooking for success, you have to build on these academic basics.

- **Science:** This fast-paced, business-oriented cluster requires an analytical mind-set. Mastering the scientific method gives you the mental edge you need.
- **Math:** From doing kitchen math to balancing books in a large hotel operation, numbers are at the center of Hospitality and Tourism.
- **English:** Hospitality and Tourism is a people-oriented, communications-driven business. Language skills are crucial to success.
- **Social Studies/History:** Hospitality means opening up, not just to other people but to the history and culture of the wider world—whether you’re mastering the ins and outs of another country’s cuisine, interpreting the past for tourists at a historical site, or assisting visitors from overseas.
- **Modern or Classical Language:** Tourists arrive each day in South Carolina from around the world. Language study helps workers in tourism prepare to welcome these visitors.
- **Arts:** An appreciation of all forms of artistic expression is useful in creating dining and travel experiences that appeal to a wide range of customers. While art is not required to graduate from high school, it is a requirement for admission to any four-year college.

## Career Major Map: Restaurants and Food/Beverage Services

Employees in Restaurants and Food/Beverage Services work in establishments serving food and beverages. Workers either serve guests directly or provide support services that enhance guests’ experiences in a variety of settings, including restaurants and dining rooms, catering operations, country club dining facilities, health institutions, specialty food services, dinner theaters, coffee shops, fast-food outlets, pubs, lounges, and supper clubs.

Required Core for Graduation	Sample Core Choices			
	For additional college entrance requirements, refer to the college of your choice.			
	9	10	11	12
English* Four Units Required	English 1	English 2	English 3	English 4
Math* Four Units Required	Algebra 1 or MathfortheTechnologies1	Geometry or MathfortheTechnologies2	Algebra 2 or MathfortheTechnologies3	Pre-Calculus or MathfortheTechnologies4
Science* Four Units Required	Physical Science	Biology or Applied Biology	Chemistry or Chemistry for the Technologies	Physics or Physics for the Technologies
Social Studies Three Units Required	Global Studies 1 or World Geography	Global Studies 2 or Social Studies Elective or World History	U.S. History	Economics/Government
Additional State Requirements	Physical Education or JROTC (one unit) Computer Science (one unit) Electives (seven units)  Pass High School Assessment CTE or Modern or Classical Language (one unit) Art (one unit)			

Courses for Major (Minimum of four credits required)	Complementary Course Work	Extended Learning Opportunity Options Related to Major
Introduction to Culinary Arts Culinary Arts 1 and 2 Work-Based Credit (Hospitality and Tourism)	Accounting Foods and Nutrition 1 and 2 Lodging Management and Operations 1 Sports Nutrition	Career Mentoring Shadowing Internship Cooperative Education Senior Project

Professional Opportunities Upon Graduation		
High School Diploma Banquet Server Bus Person Counter Server	Additional Training to 2-year Degree Baker Pastry and Specialty Chef Restaurant Server	4-year Degree & Higher Catering and Banquet Manager Executive Chef General Manager Entrepreneur

\*Course selection will depend on satisfying prerequisites.

## Career Major Map: Travel and Tourism

Employees in Travel and Tourism work to provide clients with the best experiences in travel and travel planning. These workers are employed by the public and private agencies that operate to support tourism, including information/welcome centers, research service providers, public relations and advertising agencies, marketing companies, tourism trade press, travel agencies, surface travel operators, air travel operators, cruise lines, travel-related retail operations, and specialized tourism support firms such as banks, law firms, and insurance agencies.

Required Core for Graduation	Sample Core Choices			
	For additional college entrance requirements, refer to the college of your choice.			
	9	10	11	12
English* Four Units Required	English 1	English 2	English 3	English 4
Math* Four Units Required	Algebra 1 or MathfortheTechnologies1	Geometry or MathfortheTechnologies2	Algebra 2 or MathfortheTechnologies3	Pre-Calculus or MathfortheTechnologies4
Science* Four Units Required	Physical Science	Biology or Applied Biology	Chemistry or Chemistry for the Technologies	Physics or Physics for the Technologies
Social Studies Three Units Required	Global Studies 1 or World Geography	Global Studies 2 or Social Studies Elective or World History	U.S. History	Economics/Government
Additional State Requirements	Physical Education or JROTC (one unit) Computer Science (one unit) Electives (seven units)  Pass High School Assessment CTE or Modern or Classical Language (one unit) Art (one unit)			

Courses for Major (Minimum of four credits required)	Complementary Course Work	Extended Learning Opportunity Options Related to Major
Academy of Hospitality and Tourism curriculum requirements: Strategies for Success Fundamentals of Hospitality and Tourism Travel Geography	Academy of Hospitality and Tourism curriculum requirements: Hospitality Hospitality and Tourism Systems Economics for Hospitality and Tourism Business for Hospitality and Tourism Sports, Entertainment, and Event Management	Career Mentoring Shadowing Internship Cooperative Education Senior Project

Professional Opportunities Upon Graduation		
High School Diploma Tour Guide Motor Coach Operator Tour Operator Tourism Assistant	Additional Training to 2-year Degree Entrepreneur Travel Agent Event Planner Executive Assistant Reservationist	4-year Degree & Higher Executive Director Director of Convention and Visitors Bureau Director of Tourism Development Director of Membership Development

\*Course selection will depend on satisfying prerequisites.



### Career Major Map: Recreation, Amusements, and Attractions

Workers in Recreation, Amusements, and Attractions operate parks, recreation areas, and other special attractions, making sure clients enjoy the best experience possible. Employees work at amusement and theme parks, theaters, galleries, heritage and historic sites, interpretive centers, museums, planetariums, zoos, sports complexes, marine parks, campgrounds, state and national parks, ski resorts, golf courses, tennis courts, and botanical gardens. They are involved in cultural, ecological, and nature-based adventure tourism.

Required Core for Graduation	Sample Core Choices			
	For additional college entrance requirements, refer to the college of your choice.			
	9	10	11	12
English* Four Units Required	English 1	English 2	English 3	English 4
Math* Four Units Required	Algebra 1 or MathfortheTechnologies1	Geometry or MathfortheTechnologies2	Algebra 2 or MathfortheTechnologies3	Pre-Calculus or MathfortheTechnologies4
Science* Four Units Required	Physical Science	Biology or Applied Biology	Chemistry or Chemistry for the Technologies	Physics or Physics for the Technologies
Social Studies Three Units Required	Global Studies 1 or World Geography	Global Studies 2 or Social Studies Elective or World History	U.S. History	Economics/Government
Additional State Requirements	Physical Education or JROTC (one unit) Computer Science (one unit) Electives (seven units) Pass High School Assessment CTE or Modern or Classical Language (one unit) Art (one unit)			

Courses for Major (Minimum of four credits required)	Complementary Course Work	Extended Learning Opportunity Options Related to Major
Sports and Entertainment Marketing 1 and 2 Marketing Management Hospitality Management and Operations Work-Based Credit (Hospitality and Tourism)	Introduction to Business and Marketing Integrated Business Applications Multimedia Accounting Business Law Advertising Marketing	Career Mentoring Shadowing Internship Cooperative Education Senior Project

Professional Opportunities Upon Graduation		
High School Diploma Equipment Operator Maintenance Person Ticket Vendor	Additional Training to 2-year Degree Event Planner Promotion Developer Security Person Theme Park Group Event Manager Theme Park Retail Manager Club Manager	4-year Degree & Higher Facility Manager Sports Promoter Concert Promoter Club Membership Developer Museum Exhibit Developer

\*Course selection will depend on satisfying prerequisites.

### Career Major Map: Lodging

Workers in Lodging are involved in the day-to-day operation of hotels, motels, and resorts and in ensuring the comfort and satisfaction of those facilities' guests. Employees work at lodges, inns, bed-and-breakfasts, summer camps, time-share facilities, RV parks, and other for-profit accommodations.

Required Core for Graduation	Sample Core Choices			
	For additional college entrance requirements, refer to the college of your choice.			
	9	10	11	12
English* Four Units Required	English 1	English 2	English 3	English 4
Math* Four Units Required	Algebra 1 or MathfortheTechnologies1	Geometry or MathfortheTechnologies2	Algebra 2 or MathfortheTechnologies3	Pre-Calculus or MathfortheTechnologies4
Science* Four Units Required	Physical Science	Biology or Applied Biology	Chemistry or Chemistry for the Technologies	Physics or Physics for the Technologies
Social Studies Three Units Required	Global Studies 1 or World Geography	Global Studies 2 or Social Studies Elective or World History	U.S. History	Economics/Government
Additional State Requirements	Physical Education or JROTC (one unit) Computer Science (one unit) Electives (seven units) Pass High School Assessment CTE or Modern or Classical Language (one unit) Art (one unit)			

Courses for Major (Minimum of four credits required)	Complementary Course Work	Extended Learning Opportunity Options Related to Major
HospitalityManagementandOperations1and2 Plus one or more of the following, if needed: Introduction to Hospitality Management and Operations Work-Based Credit (Hospitality and Tourism)	Introduction to Culinary Arts Culinary Arts 1 Foods and Nutrition 1 and 2 Marketing Management	Career Mentoring Shadowing Internship Cooperative Education Senior Project

Professional Opportunities Upon Graduation		
High School Diploma Front Desk Employee Laundry Attendant PBX Operator	Additional Training to 2-year Degree Bell Captain Concierge Front Desk Supervisor	4-year Degree & Higher Chief Engineer Front Office Manager Owner

\*Course selection will depend on satisfying prerequisites.

# Learn by Doing

Experience is everything in Hospitality and Tourism.



## 10 Highest-Paying Hospitality and Tourism Professions

Occupation	Salary
1. Public Administrator	\$74,020
2. Advertising Director	\$63,830
3. Health Club Manager	\$61,210
4. Hotel/Motel Manager	\$40,980
5. Food Service Manager	\$40,820
6. Administrative Support Supervisor	\$39,650
7. Park Ranger	\$37,590
8. Archivist and Curator	\$32,890
9. Travel Agent	\$28,380
10. Bookkeeper and Accounting Clerk	\$27,320

Based on annual mean salary in South Carolina.  
Source: SCOIS

No one stepping into a new job is expected to have learned all that needs to be known about the job from a book. Some skills can be learned only from experience. For example, people learn how to be servers, cooks, and travel agents by doing the jobs.

Since learning by doing comes naturally in the Hospitality and Tourism cluster, it’s often easier to find opportunities for out-of-classroom experience. However, as life has become more complicated and these occupations have become more complex, relying solely on on-the-job training is less possible than it once was. Class work is often an essential ingredient in a successful career.

### n Be a Follower

Find someone who knows what he or she is doing, tag along, and observe. In career preparation, it’s called “job shadowing,” and it involves spending time with an experienced adult who works in your intended career field. You should get a pretty accurate picture of what a day on the job is like as you observe your mentor at work.

Job shadowing is a big focus for those in the Hospitality and Tourism cluster. Groups such as the National Restaurant Association, the Hospitality Business Alliance, and the American Hotel and Lodging Association have all teamed up to support the national “Ground Hog Job Shadow Day,” a special event held each February in which students are matched with employers for a daylong crash course in the real world. Thousands of restaurants and hotels across the country have open their doors to students for this special event. However, job shadowing is available all year. Ask your parents, teachers, and guidance counselor to help you find a shadowing opportunity.

### n Get a Job

Many high school students hold down after-school or summer jobs to earn money. For students interested in careers in Hospitality and Tourism, earning spending cash can fit in nicely with career preparation. Hospitality and Tourism jobs are readily available to young people, including server positions at restaurants, cook apprenticeships, hotel jobs such as lobby attendants and desk clerks, and recreation and tourism positions such as lifeguards and tour guides. Many successful careers began as after-school jobs, i.e., travel agency owners began as receptionists, hotel executives began as bellpeople, and restaurant managers began as servers.

In some cases, your part-time job can also earn you credit toward high school graduation. Many hotels, restaurants, theme parks, and other Hospitality and Tourism businesses actively recruit motivated students to sign up for internships that offer “dual” academic credits (where you receive college credit for secondary school courses or credits). If your job does not offer this option, talk with your guidance counselor and employer about crafting an individualized internship agreement. You may end your summer job with money in your pocket, valuable new skills and contacts, and credit toward graduation.

### n Get Certified

In some cases, you can even turn your part-time job in the Hospitality and Tourism industry into a valuable certification that you take with you—along with your diploma—when you graduate from high school. In South Carolina, two high school curriculum programs, the Lodging Management Program (LMP) and ProStart, let students combine internships with programmed classroom instruction to earn industry certifications.

The Lodging Management Program developed by the American Hotel and Lodging Education Institute is a two-year program that helps students take positive steps toward entering the Hospitality and Tourism industry. The LMP consists of four parts:

1. Classroom instruction
2. Hands-on experience: job shadowing, back-of-the-house tours, guest speakers, and student competitions
3. Paid work experience at lodging establishments across the state
4. Professional certification: LMP students who complete the curriculum, complete the LMP Competency book, and are employed for at least 30 days/120 hours in a qualifying hospitality position earn the Certified Rooms Division Specialist (CRDS) credential. This certificate opens the door to exciting employment opportunities and to articulation agreements at nearly 100 colleges and universities across the country.

To learn more about the Lodging Management Program, visit [www.lodgingmanagement.org](http://www.lodgingmanagement.org) or contact the Hospitality Association of South Carolina at 803-765-9000.

ProStart is a national career-building program designed to blend classroom learning with work experience to produce the future leaders of South Carolina’s hospitality industry. The ProStart program consists of four elements:

1. Classroom learning: using material developed in concert with the National Restaurant Association Educational Foundation
2. Hands-on experience such as back-of-the-house tours, job shadows, guest speakers, and the ProStart Student Invitational, a culinary arts and restaurant management competition
3. Paid work experience
4. Certification: Students who complete both years of the ProStart curriculum, pass two national exams, and complete at least 400 hours of approved work experience earn a National ProStart Certificate of Achievement. This Certification opens the door to dual credit, scholarships, and articulation agreements at more than 100 colleges and universities across the country as well as exciting career opportunities in a vibrant industry.

To learn more about this exciting program, visit [www.weareprostart.com](http://www.weareprostart.com), or contact the Hospitality Association of South Carolina in Columbia at 803-765-9000.



## Student Organizations

A number of cocurricular student organizations offer students opportunities to make friends, learn new skills they can use on the job, and even win scholarships for higher education.

- Family, Career, and Community Leaders of America (FCCLA) – Founded in 1945, FCCLA has grown to serve more than 227,000 student members in a network of associations in all 50 states, as well as in the District of Columbia, the Virgin Islands, and Puerto Rico. Involvement in FCCLA offers young people the opportunity to expand their leadership potential and develop career-related skills. Participation in FCCLA’s popular Food Production and Services and Hospitality, Tourism, and Recreation divisions prepares them for competition in FCCLA’s STAR (Students Taking Action with Recognition) program. The STAR program features 14 different events, including culinary arts and hospitality, in which FCCLA members can compete for recognition and scholarships. [www.fcclainc.com](http://www.fcclainc.com)
- SkillsUSA – SkillsUSA is a national organization serving high school and college students preparing for skilled and service careers, including occupations in Hospitality and Tourism. SkillsUSA chapters are active in high schools across South Carolina. SkillsUSA members have the opportunity to train for and compete in local, state, and national competitions in events such as culinary arts, food and beverage service, total quality management, and extemporaneous public speaking, among many others, gaining skills and confidence that can help launch successful careers in Hospitality and Tourism. Many of these competitions offer scholarships and other awards to support winners in their quest for further career training. [www.skillsusa.org](http://www.skillsusa.org)
- DECA – DECA is an international association of high school and college students studying Marketing, Management, and entrepreneurship in Business, Finance, Hospitality, and Marketing Sales and Service. DECA programs are cocurricular, meaning programs are based on nationally recognized standards in one or more of the curriculum areas. DECA offers a comprehensive program of competitive events based on the occupational goals of its student membership and on the activities of chapters in high schools and postsecondary institutions. Competitive events offered by DECA Inc. are replicated at the state or provincial association level as well as at the chapter level. [www.deca.org](http://www.deca.org)



# Guide Your Own Tour of Postsecondary Opportunities

Be happy. South Carolina has the training you'll need for success in Hospitality and Tourism.

## College Connections



Every South Carolina two- and four-year college has a Website that includes information about admission requirements, majors, fees, financial aid, internships, and scholarship opportunities.

You can find the Web site for any South Carolina public, private, or technical college through one of these sites:

- South Carolina Public Colleges/Universities  
[www.state.sc.us/edu/univcoll.html](http://www.state.sc.us/edu/univcoll.html)
- South Carolina Technical Colleges  
[www.sctechd.tec.sc.us](http://www.sctechd.tec.sc.us)
- South Carolina Independent Colleges/Universities  
[www.scicu.org](http://www.scicu.org)



If you're sitting in South Carolina thinking about a career in Hospitality and Tourism, you should be smiling. Hospitality and Tourism is the number one industry cluster in the state in terms of revenue. So, naturally, we have the jobs and the training to support students desiring to enter this most important industry and provide them with the skills to be successful.

Hospitality and Tourism businesses employ more South Carolinians than any other industry outside of government, primarily because the state is a major tourist magnet. South Carolina has Charleston, the beaches, historical sites, and more. Obviously, that all translates into significant opportunities for people interested in careers in Hospitality and Tourism.

Here are some sources of education after high school that can help you build a career in Hospitality and Tourism.

## In Four-year Colleges and Universities

On-the-job training is widespread in Hospitality and Tourism, particularly in the restaurant industry, with large restaurant and resort chains inviting their top workers to enter company-run management training programs. Real-life experience is so important that the best four-year college programs, including the University of South Carolina's (USC) state-of-the-art Hotel, Restaurant, and Tourism Management program, make work immersion a central part of their curriculums. In the USC program, which has been rated in the top ten nationally and second in the Southeast by the authoritative Journal of Hospitality and Tourism Education, bachelor's degree students complete internships with such well-known companies as Marriott Corporation and Walt Disney. Students completing USC's master's degree programs regularly move on to corporate-level management positions in the hospitality industry. Required internships are also completed in the Hospitality and Tourism Management program at the College of Charleston.

## In The Fast Track

For many students interested in Hospitality and Tourism careers, two-year degrees and certification programs represent the most popular form of hospitality training in South Carolina. The Art Institute of Charleston offers two career tracks: Culinary Arts and Culinary Arts Management. The Culinary Arts program offers practical, hands-on experience in the kitchen while studying the business of cost control, sanitation and safety, menu and beverage management, nutrition, and kitchen management. The Culinary Arts Management program focuses on what it takes to manage a kitchen, restaurant, or catering operation. Study includes communications, leadership training, management, accounting, financial management, and employee relations. Graduates are prepared to seek entry-level positions in restaurants, catering operations, hospitals, and cruise ships. Four of the state's public technical colleges—Trident, Horry-Georgetown, Greenville, and Spartanburg—offer two-year degrees in Hospitality Management along with diplomas or certificates that can be attained in a shorter time. At Trident Technical College, students with high school diplomas can earn Pro-Management Certifications in Catering from the National Restaurant Association in only two semesters. At Horry-Georgetown Technical College, students can become certified in Culinary Arts by the American Culinary Federation with only 18 hours of course work. This allows students to work in paying jobs while getting the training they need to take their careers further.

## In Not-So-Basic Training in the Military

With hundreds of thousands of personnel stationed all over the globe and servicemen and servicewomen preparing millions of meals every day, the U.S. Military offers a very appealing option for on-the-job training in Hospitality and Tourism. One of the best learning opportunities offered by the Army is its Hospital Food Specialist Program. Job training for a Hospital Food Specialist consists of nine weeks of basic training followed by nine to 14 weeks of advanced individual training. Hospital Food Specialists gain skills in two of today's hottest job markets, Hospitality and Tourism and Health Science. Through the Army's Partnership for Youth Success (PaYS) program, soldiers who leave the Army have access to priority hiring programs with top employers in both of these fields, including the Hospital Corporation of America, Pepsi Bottling Group, Travel Centers of America, and many others. Learn more about training options in the service at [www.goarmy.com](http://www.goarmy.com) (Army), [www.navy.com](http://www.navy.com) (Navy), [www.airforce.com](http://www.airforce.com) (Air Force), [www.marines.com](http://www.marines.com) (Marines), and [www.uscg.mil](http://www.uscg.mil) (Coast Guard).



## Money for School

If you're worried about paying for your postsecondary education, put your mind at ease. Financial aid is available for virtually every South Carolina high school graduate. State residents are eligible for more than 25,000 state-specific scholarships financed by the South Carolina Education Lottery and other sources. State assistance is available each academic year to South Carolinians, and sources of aid at the national level can be tapped as well. The key is in understanding where and how to apply for the loans, grants, and scholarships that are out there.

The most widely available type of assistance is "need-based aid." These loans, grants, and scholarships are awarded solely on the basis of a student's financial need, according to a standardized formula. You generally apply for needs-based aid by completing the "Free Application for Federal Student Aid" (FAFSA). To fill out the form online, visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov). You can also get a FAFSA from a high school guidance office or college admissions office.

The second major category of aid is targeted assistance. These funds are awarded based on criteria other than income and financial need, for example, high academic performance, athletic achievement, race, gender, cultural heritage, religious affiliation, or even where your parents went to college. One quick way to track down targeted aid is to search the Internet. Financial aid database sites can find programs that fit your qualifications with remarkable accuracy. Two great sites that you might check first are [www.finaid.com](http://www.finaid.com) and [www.scholarships.com](http://www.scholarships.com).

Last, but certainly not least, many financial aid programs are aimed specifically at high school graduates with an interest in Hospitality and Tourism. ProStart high school culinary arts programs award \$2,000 grants to students who pass the ProStart certification exam and complete 400 hours of internship work. The Lodging Management Program, the definitive high school hospitality training program, also awards scholarships for education after high school. The college or training program that you seek to enter may offer aid specifically to students aiming for careers in Hospitality and Tourism. Check with your guidance counselor or teachers about possible aid opportunities.



# Core Requirements for Graduation

## High School Graduation

Subjects	Units Required
English/Language Arts	4
Mathematics	4
Science	3
U.S. History and Constitution	1
Economics	0.5
U.S. Government	0.5
Other Social Studies	1
Physical Education or Junior ROTC	1
Computer Science	1
Modern or Classical Language or Career and Technology Education	1
Electives	7
Total *	24
* Must pass the exit examination.	

## State Certificate

Subjects	Units Required
English/Language Arts	4
Mathematics	4
Science	3
U.S. History and Constitution	1
Economics	0.5
U.S. Government	0.5
Other Social Studies	1
Physical Education or Junior ROTC	1
Computer Science	1
Modern or Classical Language or Career and Technology Education	1
Electives	7
Total *	24
* Must have failed to meet the standard on all subtests of the exit examination.	

## College Entrance

Subjects	Units Required
English/Language Arts	4
Grammar and Composition	2
English Literature	1
American Literature	1
Mathematics	4
Algebra 1 and 2	2
Geometry	1
Pre-Calculus	1
Modern or Classical Language	2
Laboratory Science Biology, Chemistry, or Physics	3
Social Sciences U.S. History, Economics, and Government	3
Electives	1
Physical Education/ROTC	1
Arts	1
Total	19

The South Carolina Department of Education does not discriminate on the basis of race, color, religion, national origin, age, sex, or disability in admission to, treatment in, or employment in its programs and activities. Inquiries regarding the nondiscrimination policies should be made to the Employee Relations Manager, 1429 Senate Street, Columbia, South Carolina 29201, (803-734-8781). For further information on federal nondiscrimination regulations, including Title IX, contact the Assistant Secretary for Civil Rights at OCR.DC@ed.gov or call 1-800-421-3481.

# Resource Roundup

Click your way to more career, educational, and scholarship resources by using the Internet. Here are some useful Web sites to get you started:

## Hospitality and Tourism Web Sites

- American Culinary Federation, [www.acfchefs.org](http://www.acfchefs.org)
- American Hotel and Lodging Association, [www.afla.com](http://www.afla.com)
- American Hotel and Lodging Education Foundation, [www.ahlef.org](http://www.ahlef.org)
- Association of Zoos and Aquariums, [www.aza.org](http://www.aza.org)
- Club Manager's Association, [www.cmaa.org](http://www.cmaa.org)
- Hospitality Sales and Marketing Association International, [www.hsmi.org](http://www.hsmi.org)
- International Association of Amusement Parks and Attractions, [www.iaapa.org](http://www.iaapa.org)
- Meeting Professionals International, [www.mpiweb.org](http://www.mpiweb.org)
- National Academy Foundation, [www.naf.org](http://www.naf.org)
- National Recreation and Park Association, [www.nrpa.org](http://www.nrpa.org)
- National Restaurant Association, [www.restaurant.org](http://www.restaurant.org)
- Travel Industry Association, [www.tia.org](http://www.tia.org)

Search the Internet for other professional organizations related to Hospitality and Tourism careers.

## Education and Career Planning Web Sites

### Inside South Carolina

- Career Guidance Model, [www.careerguidancemodel.org](http://www.careerguidancemodel.org)
- South Carolina Chamber of Commerce, [www.sccchamber.net](http://www.sccchamber.net)
- South Carolina Commission on Higher Education, [www.che400.state.sc.us](http://www.che400.state.sc.us)
- South Carolina Employment Security Commission, [www.sces.org](http://www.sces.org)
- South Carolina Higher Education Tuition Grants Commission, [www.sctuitiongrants.com](http://www.sctuitiongrants.com)
- South Carolina Independent Colleges and Universities, [www.scicu.org](http://www.scicu.org)
- South Carolina Occupational Information System, [www.scois.net](http://www.scois.net)
- South Carolina Public Colleges and Universities, [www.state.sc.us/edu/univcoll.html](http://www.state.sc.us/edu/univcoll.html)
- South Carolina Technical College System, [www.sctechsystem.com](http://www.sctechsystem.com)
- WorkKeys, [www.workreadysc.org](http://www.workreadysc.org)

### Outside South Carolina

- America's Career Resource Network Association, [www.acrna.net](http://www.acrna.net)
- Career Communications, Inc., [www.carcom.com](http://www.carcom.com)
- Armed Services Vocational Aptitude Battery (ASVAB), [www.todayismilitary.com/app/tm/nextsteps/asvab](http://www.todayismilitary.com/app/tm/nextsteps/asvab)
- Career Interests Game, [career.missouri.edu/students/explore/thecareerinterestsgame.php](http://career.missouri.edu/students/explore/thecareerinterestsgame.php)
- Career Key, [www.careerkey.org](http://www.careerkey.org)
- Coin Career College System, [community.coin3.com](http://community.coin3.com)
- College Board, [www.collegeboard.com](http://www.collegeboard.com)
- Holland's Self-Directed Search, [www.self-directed-search.com](http://www.self-directed-search.com)
- Kuder, [www.sc.kuder.com](http://www.sc.kuder.com)
- Mapping Your Future, [www.mapping-your-future.org](http://www.mapping-your-future.org)
- National Career Development Association, [www.ncda.org](http://www.ncda.org)
- O\*NET Online, [online.onetcenter.org](http://online.onetcenter.org)
- Occupational Outlook Handbook, [www.bls.gov/oco](http://www.bls.gov/oco)
- The Princeton Review, [www.review.com](http://www.review.com)
- Salary Information, [www.salary.com](http://www.salary.com)

\* Web site addresses were correct at time of publication but may have changed. If an address is no longer valid, please use an Internet search engine to locate the resource.

Note: Local South Carolina schools and districts may choose to use fewer career clusters, clusters that are organized differently, or clusters with alternative names.

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South Carolina Tech Prep/School-to-Work Alliance.

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Find more information on Hospitality and Tourism education and career planning.



## Career Guidance Information Sources

Check out these comprehensive sources of career and education information, which are available through your school or public libraries:

SCOIS (South Carolina Occupational Information System)—[www.scois.net](http://www.scois.net). An electronic database of information about careers, salaries, job requirements, educational options, scholarships, and more.

O\*NET (Occupational Information Network)—[online.onetcenter.org](http://online.onetcenter.org). A national occupational information database that helps students make informed decisions about education, training, career choices, and work.

COIN (Coin Career Guidance System)—[community.coin3.com](http://community.coin3.com). A comprehensive software program with career and college planning information, especially for South Carolina students.

WorkKeys—[www.workreadysc.org](http://www.workreadysc.org). A comprehensive resource for information about the South Carolina Career Readiness Certificate – how and where to qualify, as well as its value to students and the community.

Kuder—[sc.kuder.com](http://sc.kuder.com). A comprehensive online college and career planning system with links to government and educational information and organizations.





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