

ADMISSION OF STUDENTS TO CERTIFICATE IN HOSPITALITY PROGRAMMES FOR THE 2022/2023 ACADEMIC YEAR

OCTOBER 2022 ADMISSIONS

The Ghana Institute of Management and Public Administration (GIMPA) invites prospective applicants for admission into its Pilot Certificate Programmes in Hospitality.

OFFERING OPTIONS:

The Certificate in Hospitality Programme will be piloted from October 2022 to March 2023. Programmes will be offered from 8:30am to 2:30 daily from Mondays to Fridays with special activities (Symposiums, debates and Tours) on Saturdays where necessary.

GIMPA CERTIFICATE IN HOSPITALTY PROGRAMS

1.0 GIMPA CERTIFICATE OF COMPETENCE PROGRAM

Duration – 3 Months (October – December 2022)

- Introduction to Hospitality Industry
- Business Management & Hospitality Operations
- Procurement & Bookkeeping Management
- Customer Care Relations & Business Ethics
- Entrepreneurship

1.1 NATIONAL CERTIFICATE I – (NTVETQF Level 3)

Duration – 6 Months – (January – June 2023)

- Introduction to Hospitality Industry
- Hospitality Operational Area
- Housekeeping
- Front Office
- Food & Beverage
- Food Production/Kitchen Skills
- Conference & Events Management

GENERAL ENTRY REQUIREMENTS:-

A) GIMPA CERTIFICATE OF COMPETENCE:- Applicants

- **JHS (BECE):** General passes in English Language and Mathematics in addition to three (3) other subjects
- **SHS (WASSCE):** General passes in English language and Mathematics in addition to two (2) elective subjects.
- **NVTI/OIC:** entry level proficiency I & II or equivalent

Alternative entry requirement

- This provides opportunities for people who have more than 3 years' experience in Hospitality operations and Industry. The applicant must be at least twenty years old, at the time of registration. Interviews will be conducted for all applicants in this category.

B) NATIONAL CERTIFICATE I (NTVETQF): -Applicants

- Applicants who satisfy the admission requirements in Part (A) above and have successfully completed the GIMPA Certificate of Competence will be admitted to the National Certificate I Level.
- O' Level or equivalent and related qualifications

HOW TO APPLY

- Online Forms can be accessed from www.apply.gimpa.edu.gh
- Download and complete Application form, make payment at any Consolidated Bank Ghana (CBG) or ECOBANK Ghana nationwide at: GH¢50.00.
- Applicants must submit payment slip (CBG or ECOBANK) together with application Form to GIMPA School of Liberal Arts & Social Sciences (SOLASS).
- Applicants must take note that the process for admission to GIMPA is very transparent. Applicants should therefore beware of any persons who may approach them on the pretext of assisting them gain admission at a fee.

Duration:

- **Fees include** practical's, consumables and participation in Hospitality & Experiential Tours and Excursions.
- **Short Term Enrolment: (3 Months)** GIMPA Certificate of Competence
- **Full Course: (6 months):** GIMPA Certificate of Competence AND National Certificate I
- **Graduation after 6 months**

For further enquires, kindly contact the telephone numbers below:

- School of Liberal Arts and Social Sciences: **0244229931**, 0264183028 / 0277427930 Email: solass@gimpa.edu.gh

APPLICATION DEADLINE: Friday, October 28, 2022.

