



Chaplin School of Hospitality & Tourism Management  
FLORIDA INTERNATIONAL UNIVERSITY

# UNDERGRADUATE STUDENT HANDBOOK 2011 - 2012



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# TABLE OF CONTENTS

	<u>Page number(s)</u>
Academic Advising	21
Academic Problems	31
Advanced Internship	15-17
Application for Graduation	33-34
Career Development & Placement	38-39
Course Waivers	13
Curriculum Information	9
Disability Student Services	4
Dropping and Adding Courses	28
Educational Field Trips	19
Email Addresses	7
Faculty	4-6
Final Exam Schedule(s)	30
FIU History	3
FIU Hospitality Society	40
Forgiveness Policy	32
Foreign Language Requirement	13
Grades	30
Immunization(s)	27
Independent Studies	18
International Study Programs	35
Late Registration Fee	20
Local Employment	39
Minor Programs	10
Panther Degree Audit	22-26

Registration	20
Residency	27
Student Clubs	36-37
Student Life	35
Transfer Credit Policy	7
University Core Curriculum	11-12
University Learning Center	19
Withdrawals	29

## FLORIDA INTERNATIONAL UNIVERSITY HISTORY

Florida International University is one of America's most dynamic and fastest growing universities. FIU has achieved, in just 35 years, many benchmarks of excellence that have taken other universities more than a century to reach.

FIU was established by the State Legislature on June 22, 1965. Classes began at Modesto A. Maidique on September 14, 1972, with almost 6,000 students enrolled in upper division undergraduate and graduate programs, the largest entering class in United States collegiate history. In 1981, the University added lower division classes for freshmen and sophomores, expanding its enrollment capacity.

Today, with an enrollment of more than 46,000 students, FIU is the largest University in the South Florida region and twentieth largest comprehensive university in the nation. FIU is fully accredited as a graduate and undergraduate institution with the Southern Association of Colleges and Schools (SACS) and offers nearly 250 degree programs and courses at the bachelor's, master's and doctoral levels in eight colleges and schools.

In 2000, the Carnegie Foundation designated FIU in the "Doctoral/Research University-Extensive" category, the broadest, most comprehensive Carnegie rating possible for any university in the United States. Only four other Florida Universities fall into this category and nationwide, only 151 out of more than 3,000 universities, fewer than four percent of all universities, have achieved this distinction.

## CAMPUSES

The University has two campuses: Modesto A. Maidique Campus at Southwest Eighth Street and 107<sup>th</sup> Avenue in Miami; the Biscayne Bay Campus at Biscayne Boulevard and Northeast 151<sup>st</sup> Street in North Miami (3000 Northeast 151<sup>st</sup> Street North Miami, Florida 33181-3005). Our School's Tianjin, China Center opened in the Fall Semester, 2006.

# THE CHAPLIN SCHOOL OF HOSPITALITY AND TOURISM MANAGEMENT

The Chaplin School of Hospitality and Tourism Management is located on the FIU Biscayne Bay Campus. The main telephone number is (305) 919-4500 and the Fax number is (305) 919-4555.

## THE FACULTY

### COMBINING ACADEMIC AND INDUSTRY EXPERIENCE

Hampton, Mike, Ed.D. , Dean

Upchurch, Randall, Ph.D. , Associate Dean, Academics

Qureshi, Mohammad, M.P.A. , Associate Dean, Administration & Facilities

Angelo, Rocco, M.B.A , Associate Dean and Professor, Management

Newman, Diann, Ed.D. , Assistant Dean, Student Services; Instructor, Training for Teambuilding

Wang, Wenjun, Ph.D. , Associate Dean, Marriott Tianjin China Program

Pernick, Jonathan, M.B.A., M.S. , Assistant Dean, Marriott Tianjin China Program

## FULL-TIME FACULTY

Cassidy, Patrick, B.S., Instructor, Wine Technology; Director, Beverage Program

Chang, Elegance, Ed.D., Assistant Professor

Cilli, Joseph, M.S. CS , Director of Distance Learning

Cormany, Dan, M.S., Visiting Assistant Professor

D'Alessandro, Mark, M.S. , Visiting Assistant Professor

Del Risco, Nancy, Ph.D , Assistant Professor, Tourism

Formica, Sandro, Ph.D., J.D. , Associate Professor, Strategic Management & Managing Self and Others

Gump, Barry, Ph.D. , Professor, Harvey Chaplin Eminent Scholar Chair, Beverage Management

Kitterlin, Miranda, Ph.D. , Visiting Assistant Professor, Management

Logan, Twila-Mae, Ph.D. , Assistant Professor, Finance

Moll, Steven, M.S. , Associate Professor, Management; Chair of the Faculty; Vice Provost, BBC

Moran, Michael, M.S., Instructor, Food Management

Mulrey, John, M.S., Visiting Assistant Professor, Management

Portocarrero, Nestor, B.A., B.B.A., C.P.A., Professor, Accounting and Finance

Probst, Roger, B.S. , Instructor, Food Management

Remington, Joan, J.D., CHE , Professor, Tourism and Marketing  
 Rosellini, Donald, J.D. , Lecturer, Management and Law  
 Scanlon, Nancy, Ph.D. , Associate Professor, Operations and Facilities Management  
 Simón, Pablo, M.P.A., C.P.A C.I.A. , Assistant Professor, Accounting  
 Suh, Eunju, Ph.D. , Assistant Professor, Marketing  
 Talty, David, B.S. , Assistant Professor, Restaurant Management  
 Tanke, Mary, Ph.D. , Associate Professor, Management; Member of Graduate Faculty; Editor,  
 Thomas, John, J.D. , Assistant Professor, Law  
 Wang, Wenjun, Ph.D. , Associate Dean, Marriott Tianjin China Program  
 West, Joseph, Ph.D. , Professor, Restaurant Management; Member of Graduate Faculty  
 Yoo, Michelle, Ph.D. (), Visiting Assisting Scholar, Management  
 Zhao, Jinlin, Ph.D., Professor, Management; Director of Graduate Programs; Graduate Faculty

### ADJUNCT FACULTY

Alexakis, George, Ed.D. , Adjunct Instructor, Management  
 Blumberg, Stuart, B.S. , Adjunct Instructor, Management  
 Bohan, Gregory, B.S. , Instructor  
 Brush, Scott, M.S. , Instructor  
 Burris, Michael, CPA , Adjunct Lecturer, Finance  
 Chasen, Mel, B.A. ,Adjunct Instructor, Management  
 Corrado, Shena, M.S. , Student Associate Event Manager; Adjunct Instructor, Social Responsibility  
 Darby, Percival, M.S. , Adjunct Instructor, Management, Travel and Tourism  
 DePasquale, Laura, M.S. , Adjunct Lecturer, Wine Technology  
 Egert, Robert, B.S. , Adjunct Lecturer, Catering Management  
 Gomez, Dale, M.S. MIS , Associate Director, University Computer Systems; Webmaster; Online Learning  
 Administrator; Adjunct Instructor, Information Systems Management; Hospitality Publications  
 Guerra, Emilio, M.B.A. , Adjunct Instructor, Wine Technology  
 Hacker, Robert, M.B.A. , Adjunct Lecturer, Entrepreneurship  
 He, Wei, M.S. , Adjunct Lecturer, Management  
 Hebrank, William, B.S. , Adjunct Lecturer, Wine Technology  
 Henson, Kenneth, B.S. , Adjunct Lecturer, Catering Management  
 La Belle, Margie, M.S. , Adjunct Instructor, Hotel and Food Service Management  
 Lam, CeeMee, CHRE , Adjunct Lecturer, Human Resource Management  
 Marmorstone, James, J.D. , Adjunct Lecturer, Law

Martinez, Adolfo, M.B.A. , Adjunct Lecturer, Management  
 Pelzer, William, M.S. , Instructor, Wine Technology  
 Ross, Dean, M.S. , Adjunct Instructor, Management  
 Schutz, Heinz, M.B.A. , Adjunct Instructor, Management  
 Signinolfi, Arturo, B.A. , Adjunct Lecturer, Wine Technology  
 Sturges, Robert, Hon D.B.A. , Adjunct Lecturer, Casino Operations  
 Terminello, Louis, J.D. , Adjunct Instructor, Beverage Management Law  
 Visconti, John, M.B.A. , Adjunct Instructor, Management

### ADMINISTRATIVE STAFF

Alexander, Kathie, M.S. ,Assistant Director, Budget & HR  
 Bhakta, Bhavik, A.S. , Senior Computer Support Specialist, University Computer Systems  
 Carter, Cheryl, M.S. , Assistant Director, Education and Training, IHTER  
 Castillo, Claudia, M.S. HRD/AE ,Assistant Director of Career Development  
 Fagnan, Dawn, M.S. Ed. , Assistant Director, Enrollment & Recruitment Services  
 Gomez, Dale, M.S. MIS ,Associate Director, University Computer Systems; Webmaster; Online Learning  
 Administrator; Adjunct Instructor, Information Systems Management; Hospitality Publications  
 Kamal, Rakesh, M.S. , Kitchen Laboratory Manager  
 Labady, Armante', M.S., Academic Advisor  
 Ledesma, Roger, M.S. , Dining Room Manager  
 Minisall, Dawn, Program Assistant  
 Morato, Delio, M.S., Academic Advisor  
 Pravia, Arminda, B.S. , Accounting Coordinator  
 Ross, Charles, B.A. , Senior Audio/Video Specialist  
 Rutkowski, Kennard, B.S. , Undergraduate Academic Advisor  
 Siskind, Jessica, B.S. , Director of Advancement

### FACULTY EMERITI

Lattin, Gerald W., Ph.D., Professor Emeritus  
 Morgan, Jr., William J., Ph.D., Professor Emeritus

## EMAIL ADDRESSES

All hospitality management students are required to obtain and use an e-mail address at the beginning of their first semester at FIU. This is a free service provided by FIU. For information about obtaining an e-mail address go to the School's Technology Lab, HM 365. All University announcements, especially information about financial aid and registration as well as all announcements regarding local employment opportunities, recruiting and interviews for management trainee and career-track management positions will be sent by email. You are held responsible by the University for receiving this information via the University email service. You may arrange to have it forwarded to your personal email accounts. Additionally, important School announcements will be posted on the School's website or sent via e-mail.

**WARNING!** The University email account assigned to all students has a size limit. You will need to review your account on a timely basis to delete messages already reviewed. Once these messages are deleted, you must go to the "Trash" folder and delete them from the "Trash".

## TRANSFER CREDIT POLICY

Students transfer into the School of Hospitality and Tourism Management from other universities and community colleges, normally at the junior year. The University admission policy for undergraduate transfers is:

Students who receive an Associate of Arts (A.A.) degree from a public college in Florida will be admitted without restrictions except for published limited access programs within the University. They will have completed all general education requirements.

Students transferring from independent Florida and out-of-state colleges into the University's upper division program must have maintained a 2.25 grade point average on a 4.00 scale. Students applying to the School of Hospitality and Tourism Management with a transfer GPA below 2.25, but equal to or above a 2.00, will be considered for admission on an exception basis.

Students transferring to the University with less than 60 transferrable semester credit hours must meet the

Freshman admission requirements. Students transferring without an A.A. degree from a Florida public institution must complete the University Core Curriculum (UCC).

Lower-division undergraduate transfer credits are limited to 60 transfer credits. Students then earn 60 upper-division credits in the Chapin School of Hospitality and Tourism Management to complete the 120 or more credits required for the Bachelor of Science degree in Hospitality Management.

Transfer students with additional upper-division transfer credits are required to take a minimum of 30 credits in the School of Hospitality and Tourism Management to qualify for graduation.

Normally, students transferring from a two-year program should plan on five semesters, including one semester of summer school, in order to complete all course requirements for graduation.

International students from countries where English is not the native spoken and written language must achieve a minimum score of 500 (173 computer score) on the TOEFL to qualify for admission to the School of Hospitality and Tourism Management.



**Chaplin School of Hospitality & Tourism Management**  
 FLORIDA INTERNATIONAL UNIVERSITY

**BACHELOR OF SCIENCE DEGREE  
 HOSPITALITY MANAGEMENT MAJOR**

<b>Name:</b>	<b>Student</b>	<b>I.D.:</b>
Transfer Credits:	FIU Credits:	Total Credits:

**University Core Curriculum Requirements**

	<b>Required</b>	<b>Completed</b>	<b>Needed</b>	<b><u>CLAST</u></b>
English Composition*	6	_____	_____	Reading _____
Mathematics*	6	_____	_____	Writing _____
Humanities* with Gordon Rule	3	_____	_____	Math _____
History* with Gordon Rule	3	_____	_____	Essay _____
Life Science with Laboratory	4	_____	_____	
Physical Science with Laboratory	4	_____	_____	
Social Science	6	_____	_____	
Art	3	_____	_____	
Modern Language*	8-10	_____	_____	
Summer Enrollment		_____	_____	

A grade of “C” or better is required  
 If foreign language credits have not been completed, additional credit hours over and above 60 credits will be required to complete the degree

**Hospitality Management Core Requirements 42 credits**

- FSS 3230C Introductory Commercial Food Production 3
- FSS 4234C Advanced Food Production 3
- HFT 3203 Fundamentals of Management 3
- HFT 3403 Accounting for the Hospitality Industry 3
- HFT 3423 Hospitality Information Technology 3
- HFT 3453 Lodging Operations Control 3
- Or
- HFT 3263 Restaurant Management 3
- HFT 3503 Hospitality Marketing Strategies 3
- HFT 3603 Law for the Hospitality Industry 3
- HFT 4221 Human Resources Management for the Hospitality Industry 3
- HFT 4323 Hospitality Facilities Management 3
- HFT 4464 Financial Analysis in the Hospitality Industry 3
- HFT 4474 Management Accounting for the Hospitality Industry 3
- HFT 4295 Leadership in the Hospitality Industry 3
- HFT 4945 Advanced Internship 3

**Electives: 18 credits**

\_\_\_\_\_  
 1,000 hospitality industry related work hours are required. An additional 300 hours in Travel and Tourism are required to fulfill the Advanced Internship course.  
 (Total 1,300 hours to graduate). A minimum of 800 hours must be completed while you are enrolled in the degree program at FIU.

\_\_\_\_\_ Prior work hours \_\_\_\_\_ FIU work hours \_\_\_\_\_ Total work hours



## MINOR PROGRAMS

Hospitality and Tourism Management students are encouraged to choose their electives wisely. The Chaplin School of Hospitality and Tourism Management offers minors in hotel and lodging management, restaurant and foodservice management, and travel and tourism management. Students may concentrate their electives in one area and fulfill the requirements for one of the minor programs. This minor will be posted on the student's final transcript and may be listed on their resume. The requirements for the various minor programs are listed below:

### **Minor in Hotel/Lodging Management** 12 credits

#### **Required Courses (12)**

HFT 3003 Introduction to Hospitality Industry	3
HFT 3503 Hospitality Marketing Strategies	3
HFT 3314 Hospitality Property Management	3
HFT 4293 Hotel/Foodservice Operations	3

### **Minor in Restaurant/Foodservice Management** 12 credits

#### **Required Courses (12)**

HFT 3003 Introduction to Hospitality Industry	3
HFT 3457 Food & Beverage Control	3
HFT 3263 Restaurant Management	3
HFT 3861 Beverage Management	3

### **Minor in Travel and Tourism Management** 12 credits

#### **Required Courses (12)**

HFT 3700 Introduction to Tourism	3
HFT 3713 International Tourism	3
HFT 3735 Destinations and Cultures	3
HFT 3770 Cruiseline Operations and Management	3

### **Minor in Hospitality Studies (12)**

Students select 12 credits in hospitality management and create their own minor according to their particular interests. This minor available to non-hospitality majors.

### **Minor in International Hospitality Studies (12)**

Students select 12 credits in hospitality management and create their own minor according to their particular interests. This minor available to non-hospitality majors only in our International Program Centers.

### **Minor in Beverage Management** 12 credits

#### **Choose any four of the following courses:**

HFT 3873 History of Wine	3
HFT 3861 Beverage Management	3
HFT 3868 Wine and Culture	3
HFT 3862L Wines of France and Italy	3
HFT 3865 Wines of the New World	3
HFT 3866 Wine Technology, Merchandising, and Marketing	3
HFT 4867 The Business of Wine	3
HFT 3613 Beverage Management Law	3

# UNIVERSITY CORE CURRICULUM

## UNIVERSITY CORE CURRICULUM

Undergraduate Education Academic Advising Center: PC 249 (MMC), ACI 180 (BBC)

The University Core Curriculum requirements are for students admitted to FIU

beginning Fall 2003 as transfer students with less than an AA from a public FL school, or as Freshmen beginning Summer 2003.

### FIRST YEAR EXPERIENCE (1 course required)

#### Students with fewer than 30 transfer credits only

High-school-earned college credit does not exempt FIIC students from this requirement.

\_\_\_ SLS 1501 First Year Experience (1 cr)

### ENGLISH COMPOSITION (2 three-credit courses required)

These are all Gordon Rule Courses (must earn "C" or better).

\_\_\_ ENC 1101 Writing and Rhetoric I (3 cr)

\_\_\_ ENC 1102 Writing and Rhetoric II (3 cr)\*

### HUMANITIES WITH WRITING (2 three-credit courses required, one of which must be historically-oriented)

Prerequisites, ENC 1101 and ENC 1102. These are Gordon Rule courses (must earn "C" or better).

#### One course must be from the following list: (historically-oriented)

\_\_\_ AFH 2000 African Civilizations (3 cr)\*  
 \_\_\_ AMH 2041 Origins of American Civilization (3 cr)\*  
 \_\_\_ AMH 2042 Modern American Civilization (3 cr)\*  
 \_\_\_ ARC 2701 History of Architecture I (3 cr)  
 \_\_\_ EUH 2011 Western Civ.: Early European Civilization (3 cr)\*  
 \_\_\_ EUH 2021 Western Civ.: Medieval to Modern Europe (3 cr)\*  
 \_\_\_ EUH 2030 Western Civ.: Europe in the Modern Era (3 cr)\*  
 \_\_\_ HUM 3214 Ancient Classical Culture & Civilization (3 cr)\*  
 \_\_\_ HUM 3306 History of Ideas (3 cr)\*  
 \_\_\_ LAH 2020 Latin American Civilization (3 cr)\*  
 \_\_\_ PHH 2063 Classics in Phil.: Intro. to the History of Phil. (3 cr)\*  
 \_\_\_ POT 3013 Ancient & Medieval Political Theory (3 cr)\*  
 \_\_\_ WOH 2001 World Civilization (3 cr)\*

#### A second course may be selected from the following list:

\_\_\_ ENG 2012 Approaches to Literature (3 cr)\*  
 \_\_\_ IDS 3309 How We Know What We Know (3 cr)\* - GL  
 \_\_\_ PHI 2011 Philosophical Analysis (3 cr)\*  
 \_\_\_ PHI 2600 Introduction to Ethics (3 cr)\*  
 \_\_\_ REL 2011 Religion: Analysis and Interpretation (3 cr)\* - GL

### QUANTITATIVE REASONING (2 three-credit courses required, at least one of which must be in mathematics) These are all Gordon Rule courses (must earn "C" or better).

#### One course must be from the following mathematics list:

\_\_\_ MAC 1114 Trigonometry (3 cr) If taken after College Algebra, will be equivalent to Pre-calculus/MAC 2147.\*  
 \_\_\_ MGF 1106 Finite Math (3 cr)  
 \_\_\_ MGF 1107 Math of Soc. Choice and Decision Making (3 cr)  
 \_\_\_ MAC 2147 Pre-calculus (4 cr)\*  
 \_\_\_ MAC 2233 Calculus for Business (3 cr)\*  
 \_\_\_ MAC 2311 Calculus I (4 cr)\*  
 \_\_\_ MAC 2312 Calculus II (4 cr)\*  
 \_\_\_ MAC 2313 Multivariable Calculus (4 cr)\*  
 \_\_\_ MTG 1204 Geometry for Education (3 cr)

#### A second course may be selected from the following list:

\_\_\_ STA 2023 Statistics for Business and Economics (3 cr)\*  
 \_\_\_ STA 2122 Introduction to Statistics I (3 cr)\*  
 \_\_\_ STA 3111 Statistics I (3 cr)\*  
 \_\_\_ STA 3145 Statistics for the Health Professions (3 cr)\*  
 \_\_\_ COP 2210 Introduction to Programming (4 cr)  
 \_\_\_ COP 2250 Programming in Java (3 cr)  
 \_\_\_ PHI 2100 Introduction to Logic (3 cr)  
 \_\_\_ CGS 2518 Data Analysis (3 cr)

### SOCIAL INQUIRY (6 credits required – 3 credits from each area)

#### Foundations of Social Inquiry (one three-credit course)

\_\_\_ AMH 3560 The History of Women in the U.S. (3 cr)  
 \_\_\_ ANT 2000 Introduction to Anthropology (3 cr)  
 \_\_\_ CPO 2002 Introduction to Comparative Politics (3 cr)  
 \_\_\_ DEP 2000 Human Growth & Development (3 cr)  
 \_\_\_ ECO 2013 Principles of Macroeconomics (3 cr)  
 \_\_\_ ECO 2023 Principles of Microeconomics (3 cr)  
 \_\_\_ GEO 2000 Introduction to Geography (3 cr)  
 \_\_\_ IDS 3163 Global Supply Chains & Logistics (3 cr) - GL  
 \_\_\_ IDS 3301 The Culture of Capitalism and Global Justice - GL  
 \_\_\_ INP 2002 Intro. Industrial/Organizational Psychology (3 cr)  
 \_\_\_ INR 2001 Introduction to International Relations (3 cr)  
 \_\_\_ INR 2002 Dynamics of World Politics (3 cr)  
 \_\_\_ POS 2042 American Government (3 cr)  
 \_\_\_ POT 3302 Political Ideologies (3 cr)  
 \_\_\_ PSY 2012 Introduction to Psychology (3 cr)  
 \_\_\_ SOP 3004 Introductory Social Psychology (3 cr)  
 \_\_\_ SOP 3015 Social and Personality Development (3 cr)  
 \_\_\_ SPC 3210 Communication Theory (3 cr)  
 \_\_\_ SYG 2000 Introduction to Sociology (3 cr)  
 \_\_\_ SYG 2010 Social Problems (3 cr)  
 \_\_\_ SYG 3002 Basic Ideas of Sociology (3 cr)  
 \_\_\_ WST 3015 Introduction to Women's Studies (3 cr)

#### Societies and Identities (one three-credit course)

\_\_\_ AFA 2004 Black Popular Cultures: Global Dimensions (3 cr)  
 \_\_\_ ANT 3212 World Ethnographies (3 cr)\* - GL  
 \_\_\_ ANT 3241 Myth, Ritual and Mysticism (3 cr)  
 \_\_\_ ANT 3451 Anthropology of Race & Ethnicity (3 cr)  
 \_\_\_ ASN 3410 Intro to East Asia - GL  
 \_\_\_ COM 3461 Intercultural/Interracial Communication (3 cr) - GL  
 \_\_\_ CPO 3103 Politics of Western Europe (3 cr)  
 \_\_\_ CPO 3304 Politics of Latin America (3 cr)  
 \_\_\_ ECS 3003 Comparative Economic Systems (3 cr)\*  
 \_\_\_ ECS 3021 Women, Culture, and Economic Develop. (3 cr)\* - GL  
 \_\_\_ EDF 3521 Education in History (3 cr)  
 \_\_\_ EGN 1033 Technology, Human and Society (3 cr) - GL  
 \_\_\_ EVR 1017 The Global Environment & Society (3 cr)  
 \_\_\_ GEA 2000 World Regional Geography (3 cr) - GL  
 \_\_\_ IDS 3189 Int'l Nutr., Pub. Health and Eco. Devel. (3 cr) - GL  
 \_\_\_ IDS 3315 Gaining Global Perspectives (3 cr) - GL  
 \_\_\_ IDS 3333 Div. of Meaning: Language, Culture, and Gender - GL  
 \_\_\_ INR 3081 Contemporary International Problems (3 cr)  
 \_\_\_ LBS 3001 Introduction to Labor Studies (3 cr) - GL  
 \_\_\_ REL 3308 Studies in World Religions (3 cr) - GL  
 \_\_\_ SYD 3804 Sociology of Gender (3 cr)  
 \_\_\_ SYP 3000 The Individual in Society (3 cr)  
 \_\_\_ WST 3641 Gay and Lesbian in America (3 cr)

### NATURAL SCIENCES (2 courses w/ lab required - 1 from each area)

#### Life Sciences (Lecture and Lab must be taken together)

\_\_\_ BOT 1010 & BOT 1010L Introductory Botany (3,1 cr)  
 \_\_\_ BSC 1010 & BSC 1010L General Biology I (3,1 cr)  
 \_\_\_ BSC 1011 & BSC 1011L General Biology II (3,1 cr)  
 \_\_\_ BSC 2023 & BSC 2023L Human Biology (3,1 cr)  
 \_\_\_ CHS 3501 & CHS 3501L Survey of Forensic Science (3,1 cr)  
 \_\_\_ EVR 3013 & EVR 3013L Ecology of South Florida (3,1 cr)  
 \_\_\_ GLY 1101 & GLY 1101L History of Life (3,1 cr)  
 \_\_\_ HUN 2000 & HUN 2000L Found. of Nutritional Sci. (3,1 cr)  
 \_\_\_ IDS 3214 & IDS 3214L Coastal Env. from the Bay to the World (3,1 cr) - GL  
 \_\_\_ ISC 1000 & ISC 1000L Great Ideas in Science (3, 1 cr)

continued on back

\*These courses have pre-requisites; please check the catalog or with an advisor.

9/2011

- \_\_\_ MCB 2000 & MCB 2000L Intro. Microbiology (3,1 cr) - **GL**  
 \_\_\_ OCB 2003 & OCB 2003L Introductory Marine Biology (3,1 cr)  
 \_\_\_ PCB 2061 & PCB 2061L Introductory Genetics and Lab (3,1 cr)  
 \_\_\_ PCB 2099 & PCB 2099L Found. of Human Physiol. (3,1 cr)

### Physical Sciences

(Lecture and Lab must be taken together)

- \_\_\_ AST 2003 & AST 2003L Solar System Astronomy (3,1 cr)  
 \_\_\_ AST 2004 & AST 2004L Stellar Astronomy (3,1 cr)  
 \_\_\_ CHM 1032 & CHM 1032L Chemistry and Society (3,1 cr)  
 \_\_\_ CHM 1033 & CHM 1033L Survey of Chemistry (4,1 cr)\*  
 \_\_\_ CHM 1045 & CHM 1045L General Chemistry I (3,1 cr)\*  
 \_\_\_ EVR 1001 & EVR 1001L Intro. to Environ. Sciences (3,1 cr)  
 \_\_\_ EVR 3011 & EVR 3011L Environ. Resources & Poll. (3,1 cr)  
 \_\_\_ GEO 3510 & GEO 3510L Earth Resources (3,1 cr) - **GL**  
 \_\_\_ GLY 1010 & GLY 1010L Intro. to Earth Sciences (3,1 cr)  
 \_\_\_ GLY 3039 & GLY 3039L Environmental Geology (3,1 cr)  
 \_\_\_ IDS 3211 & IDS 3211L Global Climate Change (3,1 cr) - **GL**  
 \_\_\_ IDS 3212 & IDS 3212L Gl Sci Rev & Imp on Qual. of Life (3,1 cr) - **GL**  
 \_\_\_ ISC 1000 & ISC 1000L Great Ideas in Science (3, 1 cr)  
 \_\_\_ MET 2010 & MET 2010L Meteor. Atmos. Physics (3,1 cr)  
 \_\_\_ OCE 3014 & OCE 3014L Oceanography (3,1 cr)  
 \_\_\_ PHY 1020 & PHY 1020L Understanding the Physical World (3,1 cr)  
 \_\_\_ PHY 1037 & PHY 1037L Quarks & Black Holes (3,1 cr)  
 \_\_\_ PHY 2048 & PHY 2048L Physics with Calculus I (4,1 cr)\*  
 \_\_\_ PHY 2049 & PHY 2049L Physics with Calculus II (4,1 cr)\*  
 \_\_\_ PHY 2053 & PHY 2048L Physics without Calculus I (4,1 cr)\*  
 \_\_\_ PHY 2054 & PHY 2049L Physics without Calculus II (4,1 cr)\*

### ARTS (3 credits required)

- \_\_\_ ARH 2050 Art History Survey I (3 cr)  
 \_\_\_ ARH 2051 Art History Survey II (3 cr)  
 \_\_\_ ART 2300C Beginning Drawing (3 cr)  
 \_\_\_ ART 2500C Beginning Painting (3 cr)  
 \_\_\_ ART 2750C Beginning Ceramics (3 cr)  
 \_\_\_ CRW 2001 Introduction to Creative Writing (3 cr)\*  
 \_\_\_ DAA 1100 Modern Dance Techniques I (3 cr)  
 \_\_\_ DAA 1200 Ballet Techniques I (3 cr)  
 \_\_\_ DAN 2100 Introduction to Dance (3 cr)  
 \_\_\_ DAN 2140 Dance in Modern Amer. Culture: 1895-Pres. (3 cr)  
 \_\_\_ ENL 3504 British Literature to 1660 (3 cr)\*  
 \_\_\_ ENL 3506 British Literature Since 1660 (3 cr)\*  
 \_\_\_ IDS 3336 Artistic Expression in a Global Society (3 cr) - **GL**  
 \_\_\_ MUH 1011 Music Appreciation (3 cr)  
 \_\_\_ MUH 2116 Evolution of Jazz (3 cr)  
 \_\_\_ MUN 1100 Golden Panther Band (1 cr)\*  
 \_\_\_ MUN 1210 Orchestra (1 cr)\*  
 \_\_\_ MUN 1380 Master Chorale (1 cr)\*  
 \_\_\_ SPC 2608 Public Speaking (3 cr)  
 \_\_\_ THE 2000 Theatre Appreciation (3 cr)  
 \_\_\_ TPP 2100 Introduction to Acting (3 cr)

\* These courses require an audition or permission from the instructor

\* These courses have pre-requisites; please check the catalog or with an advisor.

### IMPORTANT NOTES

Only these courses meet the University Core Curriculum (UCC) requirements, and all must be taken for a letter grade. UCC courses may not be taken at other institutions without permission from the Dean of Undergraduate Education. Pre-major requirements are available at the Academic Advising Center Website listed below. Students are ultimately responsible for meeting with advisors to plan course schedules and review important academic policies and procedures.

### GORDON RULE REQUIREMENT

Courses in the following areas are considered Gordon Rule: English Composition, Humanities with Writing, and Quantitative Reasoning. A grade of "C" or better is required in these courses. Intensive writing courses require demonstration of college-level writing skills through multiple assignments. Gordon Rule courses must be completed within the first 60 credits.

### ENGLISH COMPOSITION

Placement into ENC 1101 will be based on SAT/ACT scores. Students may be required to take ENC 1930 Essay Writing prior to enrollment into ENC 1101. Students should see an advisor for clarification.

Students w/ > 30 transfer credits may be able to substitute the following for ENC 1101 ENC 1102

- ENC 2304 College Writing for Transfer Students (3 cr)  
 (and then one of the following)  
 ENC 3213 Professional and Technical Writing (3 cr)  
 ENC 3311 Advanced Writing and Research (3 cr)  
 ENC 3314 Writing Across the Curriculum (3 cr)

### EXEMPTIONS:

#### a) Quantitative Reasoning:

Transfer students who have successfully completed MAC 1105 (College Algebra) at another institution prior to admission to FIU will be deemed to have completed one math course for the purposes of the UCC.

#### b) Natural Sciences:

Transfer students who have successfully completed one or both science courses without labs at another institution prior to admission to FIU will be deemed to have completed the appropriate components of the science requirement.

#### c) Honors College:

Students in the Honors College who have satisfied designated Honors Courses will be deemed to have met sections of the UCC requirements. Students should check with an advisor for clarification.

### AP, TRANSFER, AND DUAL ENROLLMENT CREDITS

Students must consult with an advisor about these credits to determine course equivalency toward UCC requirements.

### GLOBAL LEARNING (GL) REQUIREMENT

Freshmen entering FIU Summer B 2010 or later must take one Global Learning (**GL**) Foundation course and one Discipline-Specific course. Beginning Fall 2011: Transfers who meet UCC requirements prior to entering FIU must complete two Discipline-Specific courses. Transfers who do not meet UCC requirements prior to entering FIU must take one Global Learning (**GL**) Foundation course and one Discipline-Specific course. *For an updated list of courses, visit <http://undergrad.fiu.edu/advising>.*

### CLAS

Students who are not exempt must meet with an advisor during their first semester to discuss either taking the ACCUPLACER exam or fulfilling the requirement utilizing coursework by the end of the first year.

### ACADEMIC WARNING AND PROBATION

Students are required to meet with an advisor immediately after being placed on Academic Warning or Probation.

### PANTHER DEGREE AUDIT

A PDA is an unofficial copy of a student's academic progress. An advisor may assist students in understanding the PDA. Your PDA may be obtained via <https://my.fiu.edu>.

**Undergraduate Education Academic Advising Center**

Questions: PC 249 (MMC) 305 348-2892  
 ACT-180 (BBC) 305 919-5754

E-mail: [advctr@fiu.edu](mailto:advctr@fiu.edu)

Website: <http://undergrad.fiu.edu/advising>

## FOREIGN LANGUAGE REQUIREMENT

In addition to the preceding University Core Curriculum requirements, students must complete the State of Florida Foreign Language Requirement. Basically, the rule is to have completed either two years of the same foreign language in high school or two semesters (8-10 credit hours) of the same foreign language in college.

If you have satisfied this requirement by foreign languages taken in high school, then you must request your high school to send an official transcript to the Student Advising Office, Attention: Mr. Ken Rutkowski, School of Hospitality and Tourism Management, Florida International University, 3000 NE 151<sup>st</sup> Street, North Miami, Florida 33181 USA, for documentation.

If you completed this requirement by foreign language courses (8-10 credits) taken at a community or junior college or other university, then those courses should already be listed on your transcript in your student file.

In the event that you have not already met the foreign language requirement, then you must take two semesters of the same foreign language (8-10 credits) in the College of Arts and Sciences here at FIU (or at an accredited community college or other university) prior to graduation. If the courses are taken outside of FIU then you are responsible for providing an official transcript to the academic advisors in HM 105. These 8-10 credits of foreign language will be in addition to the 60 credits of upper division courses in The Chaplin School of Hospitality and Tourism Management curriculum normally required for undergraduate transfer students.

## COURSE WAIVERS

Required courses may be waived only when the student has had prior similar courses at the same level documented by an official transcript and course outline.

Approval for a waiver must be given by the faculty member(s) who teach that course and the Associate Dean of Academics. The Course Waiver Form must be completed.

Students who have taken similar courses to the ones required in our curriculum should carefully check their SASS<sup>®</sup> report. If a required course is waived because it was taken previously, credit will not be awarded again.

## DISABILITY STUDENT SERVICES

The Office of Disability Services for Students provides information and assistance to students with disabilities and who need special accommodations. Individual services are available to students with learning disabilities, visual, hearing, or speech disabilities, as well as physical disabilities. Services are also available for those with chronic health problems, psychological disorders and temporary disabilities.

Students with learning disabilities may be given alternative test sites, untimed testing, and adopted testing. The Office of Disability Services for students is located in WUC 139. Their telephone number is (305) 919-5345.

## ADVANCED INTERNSHIP

To receive a Bachelor of Science Degree in Hospitality Management, students must complete and document 1,000 hours of non-credit hospitality basic work experience, plus 300 hours of related practical training in a structured training program. During this last phase, the student registers for and completes HFT 4945, Advanced Internship (three (3) semester credits). Thus, the total work experience and internship/practical training required is 1,300 hours.

For students with previous hospitality work experience, up to 500 hours of that prior experience may be counted towards the 1,000 hours of hospitality related work experience requirement. That means that the other 500 hours must be accomplished while attending FIU and prior to registering for the Advanced Internship, HFT 4945.

Most hospitality companies that recruit at FIU, and hire hospitality and tourism management graduates, look for at least two years of part-time work experience in the segment of the business in which you will be seeking your first career position after graduation. Graduating students with the strongest practical training work experience usually get the best job offers from the best companies.

There is an Advanced Internship Orientation the first Friday morning of the semester for Hospitality Management majors (see individual semester schedules for rooms and times).

Students must document (see the Employment Certification Form) 1,000 work hours prior to registering for the Advanced Internship (HFT 4945). Work experience done outside the United States must be documented by a letter on letterhead stationary. A business card of the writer should be attached.

Please see Mr. Kennard Rutkowski, Mr. Delio Morato or Ms. Armante Labady in HM 106 to discuss the requirements for the Advanced Internship, HFT 4945.

Students with substantial previous management level experience may apply to waive the Advanced Internship. Appropriate forms and documentation must be provided.



**Chaplin School of Hospitality & Tourism Management**  
FLORIDA INTERNATIONAL UNIVERSITY

**EMPLOYMENT CERTIFICATION FORM**

Florida International University's School of Hospitality and Tourism Management requires students to document a minimum of 1,000 hours of hospitality or tourism related work experience. Please complete this form for documentation and attach a business card. Work hours outside the United States must be documented on Letterhead with a business card attached.

Student's Name: \_\_\_\_\_

PantherSoft ID#: \_\_\_\_\_

The above named student worked for \_\_\_\_\_  
(Company name)

from \_\_\_\_\_ to \_\_\_\_\_ for a total of \_\_\_\_\_ hours.  
(date) (date)

During this time, the student worked as a/an \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_  
(please print)

Company's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor's Title: \_\_\_\_\_  
(please attach supervisor's business card)

Telephone #: \_\_\_\_\_

**I certify that the above stated information is true:**

Signed: \_\_\_\_\_  
(Supervisor's signature)



**Chaplin School of Hospitality & Tourism Management**  
FLORIDA INTERNATIONAL UNIVERSITY

**INTERNSHIP/1,000 HOURS WAIVER FORM**

Prior to seeking a waiver, students should review the applicable Internship/1,000 Waiver Policy, which may be found in the Student Handbook(s).

Student's Name: \_\_\_\_\_

Panther ID #: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Waiver requested:

- ☐ Advanced Internship
- ☐ Graduate Internship
- ☐ 1,000 hours practical training work experience

Submit the following documents with this form to your advisor:

- a. Current resume
- b. Letters from employers, on letterhead stationery, documenting employment as stated on the resume. Letters do not have to be current. Prior letters copied from the student's file are acceptable. (Employment certification forms are not acceptable. Letters are required).
- c. A summary (if applicable) of the supervisory and management responsibilities, which you have experienced.
- d. Attach a summary of all job descriptions if not presented on the resume.

☐ Recommended by: \_\_\_\_\_  
Academic Advisor

☐ Approved by: \_\_\_\_\_  
Associate Dean

☐ Not approved by: \_\_\_\_\_  
Associate Dean



## **INDEPENDENT STUDIES**

### **HFT 3900, 3901 and 3905**

Independent studies are designed to allow students with outstanding learning abilities (3.0 grade point average or above) to broaden the scope of their hospitality or tourism management education. The studies are undertaken with faculty member who are working on research publications.

#### **PROCEDURE**

- ① The student must contact a potential faculty sponsor to discuss the selection of a research topic.
- ② When a faculty member agrees to sponsor the project, the student then prepares a one-or-two page typed prospectus and presents it to the faculty member for approval.
- ③ The faculty member then reviews the prospectus and upon approval, forwards the prospectus and the signed Independent Study Form to the Associate Dean of Academics for final approval.
- ④ When final approval is given, the student takes the signed Independent Study Form to their Academic Advisor to obtain a permit number in order to register via the PantherSoft® system for the Independent Study course.
- ⑤ The student is required to submit the final written project report to their faculty sponsor at a date agreed upon by both.

## EDUCATIONAL FIELD TRIPS

### Behind the Scene Tour

The "Behind the Scene" tours are Saturday excursions for our students from 9 am to 1 pm. The tours will be to some of the leading Hospitality businesses in South Florida. Round trip bus transportation for a maximum of 48 students is provided. Our students are exposed to varied sectors of the industry, such as lodging, restaurant management, event planning, travel, and even a few courses in casino operations.

## UNIVERSITY LEARNING CENTER

Helps FIU students with...

Personal Learning Skills Programs

Reading, Writing and Mathematics Skills Labs

If you want...

- ☞ to get help with study skills, time management, note taking, etc.,
- ☞ to learn if tutorial help will benefit you and what resources are available
- ☞ to improve your writing skills and prepare you to write research papers
- ☞ to prepare for the College Level Academic Skills Test (CLAS)
- ☞ to prepare for standardized exams such as the GRE, GMAT, MCAT, LSAT, etc.
- ☞ to have an appointment with a learning specialist to help determine what learning assistance might be helpful for you.

COME TO THE UNIVERSITY LEARNING CENTER

Biscayne Bay Campus, Academic 1 - 160; Telephone (305) 919-5927

Modesto A. Maidique Campus, Primera Casa 318; (305) 348-2180

## REGISTRATION

FIU's registration process is *completely internet based*. Please check the academic calendar for specific dates every semester. Detailed registration information (i.e. dates when registration takes place) are listed in the University catalog. The procedure for how to register for classes is found at [http://panthersoft.fiu.edu/studnt\\_tutorials.htm](http://panthersoft.fiu.edu/studnt_tutorials.htm). Please refer to your PantherSort Account for registration appointment dates.

## LATE REGISTRATION FEE

Any student who initiates registration after the last day to register each semester will be assessed a \$100 late registration fee. A student may initiate late registration during the first week of classes. There also is a non-waivable \$100 late payment fee. *A student who registers late must pay on the same day they register in order to avoid the late payment fee.*

NOTE: All students attempting to register for more than 18 credit hours during one semester must obtain the approval of their academic advisor.

## ACADEMIC ADVISING

The School of Hospitality and Tourism Management has centralized academic advising for students. Ms. Armante Labady, Mr. Delio Morato and Mr. Kennard Rutkowski are your academic advisors. They are available to discuss a broad spectrum of academic opportunities which include:

- ☞ Helping you understand your capabilities and limitations and planning a long range program of study consistent with those abilities and other pertinent factors or conditions which affect your life.
- ☞ Helping you develop educational goals and objectives and setting them in a time schedule which will seek to maximize your educational growth and preparation for a career.
- ☞ Discussing with you the nature of various occupational careers open to you upon graduation.
- ☞ Keeping you up to date with current changes in basic curriculum offerings and with requirements for graduation.
- ☞ Reviewing periodically your progress and evaluating alternatives that you may be considering.
- ☞ Providing advice concerning your proposed course selection and approving the Registration Form prior to registration.

In order to make this dialogue between you and your advisor possible, you should consult with them at least once each semester concerning course selections and the various academic regulations and requirements of the University and the School of Hospitality and Tourism Management.

The consultation does not relieve you, the student, of the ultimate responsibility for your own academic decisions. It is the policy of the University and the School that each student is responsible for reviewing his or her own progress toward graduation and the fulfillment of University and School requirements. Through personal initiative, a student should address questions concerning these matters to the academic advisors.



## Panther Degree Audit (PDA)

**To view your Panther Degree Audit - log into MyFIU with your Panther ID and Password**

**To view the Panther Degree Audit in your Student Center - follow these directions:**

**Rory's Student Center**

**▼ Messages**

	Date	Subject	Description
<input type="checkbox"/>	07/18/2010	<a href="#">Emergency Notification System</a>	Registration Office

[delete selected messages](#)

**▼ Academics**

[Search](#)  
[Plan](#)  
[Enroll](#)  
[My Academics](#)  
[Blind Grading](#)

other academic... [»](#)

- Academic Planner
- Academic Requirement**
- Apply for Graduation
- Class Schedule
- Course History
- Enrollment: Add
- Enrollment: Drop
- Enrollment: Edit
- Enrollment: Swap
- Exam Schedule
- Grades
- Transcript: Request Off
- Transcript: View Unoffic
- Transfer Credit: Report
- other academic...

**Deadlines** [URL](#)

**This Week's Schedule**

	Class	Schedule
	LAW 6330-U01 C (88762)	TuTh 10:30AM - 11:45AM Rafael Diaz-Balart 2008 Modesto A. Maidique Campus
	LAW 6361-U10 C (92783)	MoWe 9:00PM - 10:15PM Rafael Diaz-Balart 2002 Modesto A. Maidique Campus
	LAW 6702-U10 C (94566)	TuTh 7:00PM - 8:15PM Rafael Diaz-Balart 2008 Modesto A. Maidique Campus
		Mo 6:00PM -

1. Under the Other Academics drop down menu, select "Academic Requirements" and click [»](#)

## My Academic Requirements

Florida International Univ | Law

This report last generated on 09/17/2010 4:16PM [View Report as PDF](#)

collapse all expand all

✓ Taken
◆ In Progress
★ Planned

### ▼ J.D. DEGREE

**Not Satisfied:** The JD degree is earned with 90 credits, a cumulative grade point average minimum of 2.00, with a minimum of 59 credit hours in residence at the College; and upon completion within 7 years of admission to the program. No more than 6 credits of approved non-Law FIU graduate level classes earned with a B or better will be accepted, except for students in an approved FIU Joint Degree program who may transfer 9 credits. Courses from an ABA accredited study abroad or an approved visiting/student exchange program must be earned with C or better to receive transfer credit.

#### GRADE LIMIT AND RESIDENCY

**Satisfied:** Student must complete at least 59 units at FIU and no more than 13 units of "D" grades will be accepted towards the degree.

▶ Grade Limit

▶ Residency

#### GENERAL COURSES

**Not Satisfied:** Only 13 units of "D" grades accepted toward the degree; no more than 12 units may be earned from in class P/F courses such as Appellate Procedure I and Clinics with a P/F component; no more than 6 P/F units of the total 12 P/F units allowed may be earned from out-of-classroom coursework such as Independent Study; Law Review; Board of Advocates; Competitions; Special Topics; approved external externship not attached to an FIU Clinic; and, a maximum of 2 Independent Study courses totaling no more than 2 units each will count toward the degree.

#### ▼ Minimum Units

**Not Satisfied:** A minimum of 90 units of coursework is required to earn the J. D. degree.

- Units: 90.00 required, 67.00 taken, 23.00 needed

- My Academic Requirements displays.
- Note that if an "empty report" displays. Change the "Institution/Career" option in the top to: "Florida International Univ > Law" and click change.

## Academic Advisement Report

Select Institution / Career Florida International Univ > Law change

This report last generated on 09/23/2010 4:49PM [View Report as PDF](#)

collapse all expand all

Empty Report

How to read your Panther Degree Audit.

 Taken
  In Progress
  Planned


1. You will find these symbols in your PDA:

- x **Taken:** Courses that have been previously taken
- x **In Progress:** Currently enrolled courses
- x **Planned:** you can plan your courses ahead of time and they will display in your PDA

2. Note that when the PDA is first displayed requirements that are “Satisfied” are closed .


**FOUNDATION COURSES [RQ0037]**

**Satisfied:** Complete 31 units in the first year of the full-time program or the first three semesters of the part-time program. Foundation coursework accepted for transfer students will display with a grade of TR.

 **Foundation Courses [RQ0037/LN]**

**UPPER LEVEL COURSES [RQ0038]**

**Not Satisfied:** Complete 59 upper level units; 2 litigation/alternative dispute resolution courses; 1 upper level international course; Legal Skills and Values III; Professional Responsibility; and a seminar.

 **Seminar Course [RQ0038/LN10]**


**Not Satisfied:** Students must take a seminar involving a multi-draft writing project. Complete 1 seminar course no later than the semester prior to graduation.

- Courses: 1 required, 0 taken, 1 needed

Those that remain “Not Satisfied” are open .

**FOUNDATION COURSES [RQ0037]**


**Satisfied:** Complete 31 units in the first year of the full-time program or the first three semesters of the part-time program. Foundation coursework accepted for transfer students will display with a grade of TR.

 **Foundation Courses [RQ0037/LN]**

**Satisfied:** Complete the following courses. Any foundation course not passed with a "D" or better grade must be repeated.

- Units: 31.00 required, 31.00 taken, 0.00 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status	Type
LAW5000	<a href="#">Contracts</a>	4.00	Fall Term 2009	TR		TR

3. To open “Satisfied” requirements, simply click on  and the courses used to satisfy the requirement will display.

▼ **Minimum Units**

**Not Satisfied:** A minimum of 90 units of coursework is required to earn the J. D. degree.

- Units: 90.00 required, 67.00 taken, 23.00 needed

4. Each requirement gives you the amount of units/courses required to satisfy each section, how many have been taken and how many are needed.

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status	Type
LAW6103	<a href="#">International Criminal Law</a>	2.00 - 3.00				
LAW6226	<a href="#">Legal History</a>	2.00 - 3.00				

5. Click on the course description and you can plan or enroll in your courses. 1L Day and 2L Evening students completing the foundation curriculum will be block enrolled in these courses by the Law Registrar.

**LAW 6103 - International Criminal Law**

**Course Detail**

<b>Career</b>	Law	<a href="#">view class sections</a> <a href="#">add to planner</a>
<b>Units</b>	2.00 - 3.00	
<b>Grading Basis</b>	Graded	
<b>Course Components</b>	Class Lecture      Required	
<b>Academic Group</b>	College of Law	
<b>Academic Organization</b>	Law/CLAW	

**Description**

The course explores international crimes, such as genocide, crimes against humanity, torture, narcotics trafficking, terrorism, and war crimes. It focuses on contemporary responses by way of international criminal jurisdiction claimed by individual states, bilateral cooperation on extradition and evidence gathering, prosecutions before ad hoc international tribunals, and the development of an international body of criminal law and procedure. Particular attention is paid to the question of jurisdiction, including the reach of U.S. Constitutional protections to investigations and law enforcement activities overseas. Special consideration is given to international terrorism, the role of human rights in international criminal law, and the establishment of an international criminal court.

[Return to My Academic Requirements](#)

After you click on the course, the window below will display. In this window you can view current and future class sections, add to planner, send to shopping cart and then enroll your classes.

6. You can view your Panther Degree Audit on a PDF version by clicking on the link “View Report

Florida International Univ | Law

This report last generated on 09/17/2010 4:16PM

[View Report as PDF](#)

collapse all expand all

Taken
 In Progress
 Planned

**J.D. DEGREE**

**Not Satisfied:** The JD degree is earned with 90 credits, a cumulative grade point average minimum of 2.00, with a minimum of 59 credit hours in residence at the College; and upon completion within 7 years of admission to the program. No more than 6 credits of approved non-Law FIU graduate level classes earned with a B or better will be accepted, except for students in an approved FIU Joint Degree program who may transfer 9 credits. Courses from an ABA accredited study abroad or an approved visiting/student exchange program must be earned with C or better to receive transfer credit.

as PDF.” The PDF version is not interactive and displays all courses taken at FIU, which includes undergraduate and graduate courses. These may be viewed at the end of the report under “Course History” and have no impact on your Law Panther Degree Audit.

7. If you have any questions after reviewing this tutorial please contact the Law Registrar, Donna Yff, in RDB 2018 or email: [yffd@fiu.edu](mailto:yffd@fiu.edu).



## IMMUNIZATION

As a prerequisite to registration, the State University System of Florida requires all students to present the University Health Clinic, with documentation of immunization against measles and rubella. A permit to register from the health clinic is required at the time of registration. Students should contact the Health Clinic (305) 919-5620 for more information. Documentation may be faxed to (305) 919-5312.

## RESIDENCY

### FLORIDA RESIDENCY FOR TUITION PURPOSES

Florida statute requires the claimant (the person claiming residency) to be a U.S. citizen or permanent resident alien student or the dependent student's parent/legal guardian. The student or guardian "resident" must have established and maintained a legal Florida residence for at least 12 months before the first day of the semester for which in-state status is sought.

In-state status is only for those residents who reside in the state permanently with established legal domicile in Florida. Permanent Florida residency is demonstrated by the absence of ties to any other state. An out-of-state permanent address on pertinent records is not indication of established legal domicile in Florida.

Permanent residence is evaluated for the domicile year associated with the initial term of entry to FIU or the term for which you are seeking reclassification. A copy of a federal income tax return substantiating residency and dependent or independent student status will be required.

Please refer to the FIU website [http://admissions.fiu.edu/General\\_Overview.htm](http://admissions.fiu.edu/General_Overview.htm) for the most up-to-date and accurate information regarding residency.

## DROPPING AND ADDING COURSES

### DROP/ADD PERIOD

The official Drop/Add period runs through the first week of classes (refer to the academic calendar for specific dates).

- Students who have previously enrolled may add and drop courses with no penalty
- Students who have not previously enrolled for any classes may register, but will be assessed a \$100 late registration fee.
- Students may also drop courses or withdraw from the University with no permanent records kept of the courses and without a tuition fee liability.
- If the tuition fee has already been paid, the student will receive a refund within six to eight weeks. This will be mailed to the student's most current address. Please make sure you update your address with the Registrar.

### LATE ADDS/EVEN EXCHANGES

Students may add courses or do even exchanges with appropriate authorization and signatures until the end of the second week of classes.

### LATE DROPS

Courses officially dropped after the Drop/Add period and through the eighth week of the term are recorded on the student's transcript with a symbol of DR (dropped). Refer to the University Academic Calendar for drop deadlines.

- The student is financially liable for all dropped courses.
- Non-attendance or non-payment of courses will not constitute a drop.

## WITHDRAWAL FROM THE UNIVERSITY

A currently registered student can withdraw from the University only during the first eight weeks of the semester.

- A Withdrawal Form must be completed and submitted to the Office of the Registrar.
- Nonattendance or nonpayment of courses will not constitute a drop. Refer to the Academic Calendar for the deadline dates.
- The transcript record of a student who withdraws before or during the Drop/Add period will contain no reference to the student's being registered that semester and no tuition fee is assessed.
- If the tuition has already been paid, a Refund Request Form must be completed at the Cashier's Office.
- If a student withdraws from the University prior to the end of the fourth week of classes, a 25 percent refund, less a bonding fee, will be made.
- The transcript record of a student who officially withdraws after the Drop/Add period and before the end of the eighth week of the term will contain a WI for each course.
- The transcript record of a student who stops attending the University without officially withdrawing from the University will contain an F grade for each course. The deadline to submit this appeal (available in the Office of the Registrar) is the last day of classes of the term.
- In the Summer Semester, withdrawal deadlines will be adjusted accordingly.

## GRADES

Students may obtain semester grades through the PantherSoft® system. See the academic calendar for the dates when grades are available. **Grades are not mailed.**

No course in which a grade below “D-” is earned may be counted towards the Bachelor’s Degree in Hospitality Management. However, all approved work taken will be counted in computing the grade point average, including courses where grades of “F” were earned.

## FINAL EXAM SCHEDULE

Final Exam Schedule will be published on the School’s website, [www.myhospitality.fiu.edu](http://www.myhospitality.fiu.edu). You should refer to this site at least once a week for up-to-date information about School and University related activities.

## ACADEMIC PROBLEMS

### WARNING:

An undergraduate student whose cumulative grade point average falls below a 2.0 will be placed on warning, indicating academic difficulty. The Chaplin School of Hospitality and Tourism Management recommends the student meet with the academic advisor to plan appropriate action to improve this condition.

### PROBATION:

An undergraduate student on warning whose cumulative grade point average falls below 2.0 will be placed on probation, indicating serious academic difficulty. The Chaplin School of Hospitality and Tourism Management requires the student meet with the academic advisor to plan appropriate action to improve this condition.

### DISMISSAL:

An undergraduate student on probation whose cumulative and semester grade point average is below 2.0 will be automatically dismissed from the School of Hospitality and Tourism Management and Florida International University. An undergraduate student will not be dismissed prior to attempting a minimum of 12 semester hours of course work as an undergraduate student.

The student has 10 working days to appeal the dismissal. Students are encouraged to appeal. The appeal must be in writing to:

Mike Hampton, Ed.D.  
Dean, School of Hospitality and Tourism Management  
Florida International University  
3000 NE 151<sup>st</sup> Street - HM 210  
North Miami, Florida 33181

The appeal letter to the Dean should include information about the problem that has been causing your unsatisfactory academic performance for the past three or more semesters and what specific actions will be taken by you to bring your GPA up to the minimum required 2.0 for graduate students. If the appeal is approved, you will be provided with a Memorandum addressed to the Office of the Registrar authorizing reinstatement.

The dismissal from the University is for a minimum of one year. After one year, you may apply for readmission to the University in the same or different program, or register as a non-degree seeking student.

Dismissed students applying for admission or registering as non-degree seeking students are placed on academic probation.

## **FORGIVENESS POLICY:**

This procedure allows a student to repeat three (3) separate courses to improve his or her grade point average (GPA) by having only the grade received on the *last* repeat used in its calculation. The student must submit a Repeated Course Form to the Office of the Registrar after the repeated course is completed. This procedure may be used a maximum of three times. See the University Catalog for details.

## APPLICATION FOR GRADUATION

Each student who plans to graduate is required to complete the online Application for Graduation form. There is no charge for applying for graduation.

**WHEN:** The online application should be submitted before the end of the academic semester prior to the semester in which you anticipate your graduation, however, the submission should be turned in no later than the end of the first week of the semester in which you intend to graduate. See the University Academic Calendar for deadline dates.

**WARNING!:** A student turning in the Application for Graduation after the posted deadline will graduate the following semester. Students who receive an incomplete grade (IN) in their last semester must re-apply for graduation for the next semester.

**WARNING!:** Students must pass all four sections (or have been officially exempted/waived) from the CLAS exam prior to applying for graduation. Student must clear Foreign Language requirements.

## REQUIREMENTS FOR THE BACHELOR OF SCIENCE DEGREES

### IN HOSPITALITY MANAGEMENT

- ✓ Completion of a total of 120 semester credit hours of Hospitality credits including 60 credit hours of upper division course work at Florida International University.
- ✓ A minimum 2.0 overall grade point average.
- ✓ Successfully passing all four (4) sections of the CLAS or obtaining an exemption or waiver.
- ✓ Successful completion of all University Core Curriculum and Foreign Language Requirements.

Completion of at least 1,000 hours of non-credit practical training work experience in the Hospitality or Travel and Tourism Industries and completion of the Advanced Internship of an additional 300 hours in a structured training program or supervisory job experience.

Students who graduate with a final grade point average of 3.500 to 3.699 will graduate *Cum Laude* (with honors), 3.700 to 3.899 *Magna Cum Laude* (with high honors), and 3.900 and above *Summa Cum Laude* (with highest honors). The appropriate distinction will be noted on the student's academic transcripts and on their diploma with a gold seal signifying the appropriate honor earned.

## INTERNATIONAL STUDY PROGRAMS

The Chaplin School of Hospitality and Tourism Management has recently expanded the study abroad, international exchange, and study tour options for students. Students may take hospitality management classes towards their degree and/or take non-credit tours in Argentina, Australia, Barbados, China, Germany, Italy, Jamaica, Norway, Peru, Switzerland, Trinidad, and more! For a complete list of offerings and details, please visit the “Study Abroad” link at [MyHospitality.fiu.edu](http://MyHospitality.fiu.edu). Programs vary in length from a couple of weeks to one year. Many of the programs offer in-state tuition rates to all participants.

Students have the option to complete a semester at the Marriott Tianjin China Program, the first joint hospitality management program between the Chinese government and an American institution. Students take 12 credits at our \$100 million facility, located in Beijing’s port city of Tianjin. Non-hospitality management majors may complete a minor in *International Hospitality Studies*, which may only be earned in China.

For more information about study abroad offerings and options, please contact Dawn Fagnan at (305) 919-4513, email [hmstudyabroad@fiu.edu](mailto:hmstudyabroad@fiu.edu), or visit HM 106C in the Carnival Student Center.

## STUDENT LIFE

In addition to the programs and services provided by the University’s Division of Student Affairs, such as student activities, recreational sports and the Student Government Association (SGA), the students of the School of Hospitality and Tourism Management have organized several professional and social clubs and an honor society.

University Student Activities Office - WUC 141, Tel. 919-5804

## HOSPITALITY STUDENT ORGANIZATIONS

### [Biscayne's Renowned Engineers of Wort \(B.R.E.W. FIU\)](#)

*Website: <https://www.facebook.com/pages/BREW-FIU/181457335232374>*

B.R.E.W. FIU is committed to educate students in the production, analysis, and evaluation of craft and home brewed beer.

### [Chinese Hospitality Management Student Association \(CHMSA\)](#)

*Website: <https://www.facebook.com/pages/Chinese-Hospitality-Management-Student-Association>*

We are a social and cultural student organization for those interested in learning about Chinese culture, whether they are of Chinese heritage or not. We hold events, networking opportunities, food showcases, but most of all, we are here for our members to have a fun experience while they are attend FIU!

### [Eta Sigma Delta \(ESD\)](#)

*Website: <https://www.facebook.com/pages/FIU-Eta-Sigma-Delta/131483830256911>*

Eta Sigma Delta is an international honor society that recognizes exceptional academic achievement among hospitality and tourism students. Eta Sigma Delta is administered by the International Council on Hotel, Restaurant and Institutional Education (International CHRIE), the leading international association devoted to hospitality and tourism education.

### [Friends of Wine](#)

Friends of wine objective is to enhance student's knowledge about the world of wine. Through a series of events we generate interest in wine appreciation. Our tastings are created in a manner that increases the participant's knowledge about wine in a fun and casual setting. We invite entry level and experts that have knowledge about the wine industry to join us. Friends of wine would like to extend the invitation to the university, community, and especially to the students from the Chaplin School of Hospitality Management.

### [International Special Events Society \(ISES\)](#)

This club is a way to bring together students that are interested in special events or event planning profession. Our goal is to help keep members informed about trends as well as build a strong network through volunteer work at local events. Professor Dan Cormany is the faculty advisor that overlooks the operations of the club and has professional expertise in this field.

### [Let's Talk Mandarin](#)

*Website: <https://www.facebook.com/pages/Lets-Talk-Mandarin/158993844136354>*

Let's Talk Mandarin strives to create a Mandarin and Chinese culture learning community, to open the minds of students, faculty and staff to that language and culture, and to enable students, faculty and staff to take best advantage of their educational and working opportunities at FIU.

### [Meeting Professionals International \(MPI\)](#)

The MPI student chapter is a group of young business leaders seeking opportunities to build our professional career in the meetings and events industry.

MPI Chapters provide an education and networking link between members in a specific locality. In addition to your member benefits, you will receive chapter newsletters, local directories and access to monthly education programs. Meeting Professionals International's Vision is to build a rich global meeting industry community making its members successful in building human connections to: Knowledge/Ideas, Relationships and Marketplaces.

### [National Society of Minorities in Hospitality \(NSMH\)](#)

*Website: <https://www.facebook.com/profile.php?id=100000276178630>*

The mission of NSMH is to educate members in order to aid in the recruitment, retention, support, and advancement of minority students in the hospitality industry, to build and maintain relationships between hospitality professionals and minority students in ways that encourage lifelong commitment to the organization. Although we are named as a Minority organization, our aim is to encourage diversity. NSMH prides itself on preparing students of all nationalities to be leaders in the hospitality industry, and provides its members with a competitive advantage through programs and conferences, networking opportunities, scholarships, and career development services.

### [Travel and Tourism Club](#)

*Website: <http://myhospitality.fiu.edu/clubs/ttc/>*

The Travel and Tourism Club at FIU Chaplin School of hospitality management is for people who are interested in traveling and exploring different destinations around Florida and the country. Some of our activities will be touring around south Florida, exploring the natural resources that we have in our community and getting concerned or informed about environmental issues such as sustainability and ecotourism in our community.

## CAREER DEVELOPMENT AND PLACEMENT

Many national, regional and local hotel, restaurant and food service companies, management companies, clubs, cruise lines and other hospitality-related firms recruit at the School. Most companies recruit at the School for management development/training programs during the Fall Semester for December graduates and during the Spring Semester for April and August graduates, but recruitment is ongoing year round.

The School's comprehensive program of studies provides the academic preparation to meet the needs of the various companies that recruit here. The School's career development services help prepare students for the job selection and interviewing process and provide the opportunity for graduating students to have interviews with representatives of the companies that recruit at the School.

The School of Hospitality and Tourism Management Career Advisor's office is located in HM 260A. Ms. Claudia Castillo is the Assistant Director of Career Development. The School is committed to maintaining a wide variety of practical training and career placement contacts for students. Helping create a path of opportunities for both students and hospitality industry companies is our priority.

## CAREER DEVELOPMENT OFFICE

The School of Hospitality and Tourism Management's Career Development Office offers the student and employers a variety of networking and hiring opportunities on campus, such as:

- Fall & Spring recruitment interview visits by companies seeking graduates for career positions
- Current job/internship postings in a computer database: [www.hmcareer.fiu.edu](http://www.hmcareer.fiu.edu)
- Classroom & booth presentations for local hospitality companies
- Fall and Spring Semester job fairs
- Alumni resume referral

## JOB SEARCH:

Job Search Workshops for Cover Letter/Resume Writing- Interviewing Techniques- Resume Critique- Job Search Strategies- and Mock Interviews.

## **CAREER DEVELOPMENT:**

Career Advisement - Career Development Library - Informational Interviews.

## **CAREER PLACEMENT:**

Resume Referral Service - Nation-wide Job Fairs - National Employment Databases - Employer Networking Opportunities/Career Fair

## **LOCAL EMPLOYMENT**

There are many opportunities for local part-time and full-time employment in the greater Miami-Dade and Fort Lauderdale-Broward areas.

Jobs available to students are varied in all segments of the industry from line staff to supervisory and management track positions. Hotels, resorts, restaurants, institutional and recreational food service contractors, clubs, off-premise caterers, cruise lines, travel agencies, tour operators, meeting planners and convention services are some examples of the segments of the hospitality management and travel and tourism industries that have jobs available locally.




New job openings and internship opportunities are emailed to the FIU student email list daily and are posted and updated weekly on the School's website [www.hmcareer.fiu.edu](http://www.hmcareer.fiu.edu)

The Hospitality and Tourism Management Career Development Office can provide guidance and placement assistance.

## FLORIDA INTERNATIONAL UNIVERSITY HOSPITALITY SOCIETY

The purpose of the Florida International University Hospitality Society is to aid in the professional development of the alumni of Florida International University's School of Hospitality and Tourism Management, to encourage dialogue between the graduates and to strengthen the tie among the graduates, the School and the University.

The Florida International University Hospitality Society:

-  Publishes an ongoing digital newsletter - FIU Hospitality News located on the School's website
-  Provides a copy of the FIU Hospitality and Tourism Review to members.
-  Provides executive position announcements to alumni
-  Sponsors receptions for Society members and industry leaders at the International Hotel, Motel and Restaurant Show in New York City and in other major cities.

In order to give our alumni family, the best service and support possible we have affiliated the FIU Hospitality Society (the alumni of our School) with the Florida International University Alumni Association. Our goal is to provide the alumni with the best that both the School and the University alumni groups have to offer.

We will continue to organize FIU Hospitality Society chapters around the world, email executive positions announcements and send the Florida International University Hospitality Review to dues paying members. In addition to sponsoring FIU Hospitality Society receptions we will energetically participate in the activities and events of the FIU Alumni Association. Our alumni are graduates of a great University and a great School and they should be connected to both communities.

The University Alumni Association will bill and collect dues, which they will share with us to support our alumni events. In addition to the benefits from the School, our dues-paying alumni will receive discounts with campus, community and national partners, the FIU Magazine, an e-newsletter, free admission to tailgating parties and reduced ticket packages to all FIU Athletic Events. I encourage our graduates to pay the one dues, and reap the numerous benefits provided by the School and the University.

We are excited about our affiliation with the FIU Alumni Association. I believe you will find your membership very rewarding. Please go to our website - [hospitality.fiu.edu](http://hospitality.fiu.edu) and under the "Our Alumni" page find out how to pay dues, get alumni news and update your contact information.

Advisor: Rocco M. Angelo, Associate Dean  
School of Hospitality and Tourism Management

This handbook is a guide.

It is not meant to take the place of the University Catalog.

You must understand your responsibilities.

You must understand all University rules and regulations.

You must know all important dates.

The University Catalog is on-line. It is located at:

<http://catalog.fiu.edu/index.php?id=2102&section=cataloghome>

It is essential you read the University Catalog.

Please read it carefully and completely.