



Fully Registered with the Higher Education Commission of Fiji as Higher Education Provider under Higher Education Act 2008. Registration Certificate Number RGN0002/11

Admission open for semester 1 – 2024

National Certificate in Tourism (Level 3)

Fiji National Qualification framework (FNQF)

Level	03
Credits	115
Credit range	70 Compulsory credits at L3 45 Compulsory credits at L2

Nationally recognised & registered training provider

VIT (Vishan Institute of Technology) proudly offers Higher education Commission Fiji's "**National Certificate in Tourism (Level 3)**" a National Qualification ensuring pathway to academic excellence & Industry relevance. Upon successful completion you receive a prestigious Higher education Commission Fiji quality Certificate & Transcript.

"Empowering futures: National qualifications accredited by HEC Fiji, Delivered by VIT - Your path to excellence with official certificates & Transcripts"

Purpose

This certificate is for people who are either:

- Currently engaged in business (administration and technology); or
- Entering a career in the administration of business industry.

People credited with this Programme are able to:

- Provide administrative services using business technology and systems
- Produce business information using data processing tools
- Produce business documents using advanced features and functions of software applications

Course Highlights:

➤ **Nationally Recognised**

Fiji National Qualification framework

➤ **Accreditation**

Higher Education Commission Fiji

➤ **Programme Moderation by**

The National Qualification offered by VIT is moderated by Higher Education Commission Fiji

➤ **Certification by**

Higher Education Commission Fiji

Delivery mode: Face to Face / Online class available

Blended Delivery (Suva | Lautoka | Nadi | Nausori)

This qualification will be provided by face-to-face training sessions and online live webinar training via a web-hosted online training service (e.g., Microsoft Teams, Google MEET and GoToMeeting); however, in any special circumstances, the mode of delivery can be adjusted reasonably and fair to the learner cohorts.

Assessment:

Assessments will take the form of written tasks including workbook, quiz, reflective journal, report writing, and case studies and practical tasks including role play, presentation, group discussions, observation, projects and hands on practical lab activities in a simulated work environment. Supplementary evidence will be gathered if required from the course workbook.

Intake dates:

VIT – Quarterly intakes

Study Period – One Year

In a year, there are two terms:

- The 1st study period: from February to June
- The 2nd study period: from August to December

Certificates Awarded by

Higher Education Commission Fiji

Credit points:

Total number of units = 24

115 Credit points

24 Core units

Course Format

Core Subjects

UNIT CODE	UNIT TITLE
TU00013	Perform calculations for a tourism workplace
TU00022	List and use a range of Fijian greetings and farewells in tourism
TU00032	Demonstrate knowledge of world tourist destinations
TU00043	Demonstrate knowledge of destination Fiji
TU00053	Identify, and explain the history of, natural attractions and significant sites in tourism Fiji
TU00062	Demonstrate knowledge of the business of tourism
TU00072	Demonstrate knowledge of tourist characteristics and needs
TU00083	Describe and analyse the economic impact of tourism
TU00092	Describe and compare social and cultural impacts of tourism
CG	Communicate information in a specified workplace
CG	Provide customer service
TU00103	Provide customer service experiences in a tourism workplace
TU00113	Demonstrate cross-cultural communication for the tourism and travel industry
TU00123	Demonstrate knowledge of the sales function within a tourism workplace
TU00133	Demonstrate and apply knowledge of environmental responsibility in a tourism workplace
TU00143	Describe the legal rights and responsibilities of employees and employers in a tourism workplace
TU00153	Demonstrate knowledge of support mechanisms for customers with specific needs
TU00163	Describe and promote a Fiji tourist destination
TU00173	Identify, and explain the history of, natural attractions and significant sites in tourism Fiji
TU00183	Demonstrate knowledge of Fiji as a tourist destination
TU00193	Demonstrate knowledge of specific Fiji regions as tourist destinations
TU00203	Demonstrate knowledge of the tourism industry
TU00213	Identify and self-evaluate the demands of a specific role in a tourism workplace
TU00223	Demonstrate knowledge of retail travel operations
TU00234	Demonstrate knowledge of wholesale travel operations

Entry Requirements

A pre-requisite for entry into this qualification will be those who are:

- Have completed Year 11; or
- Are able to demonstrate basic technical skills with basic literacy and numeracy in business administration and technology. or
- have completed the National Certificate in Business (Administration & Technology (Level 3); or
- have gained industry experience in business administration & Technology

FEES –

Tuition fee FJD (\$3000-00) (Three Thousand dollars)

Payable through **FNPF / CASH**

Mpisa Number - 8705744 MyCash Number - 7649773

BANK DETAILS: Bank (Branch): WESTPAC LAUTOKA
Account Name: THE VISHAN INSTITUTE OF TECHNOLOGY PTE LTD
ACCOUNT NO: 9808282355

RPL candidates

Prior to commencing the RPL process, RPL candidates are required to have relevant work experiences and/or any other evidence to match with the training package requirements.

The mode of delivery of RPL candidates depends on the process and outcome of the RPL. The candidates can refer to the process of RPL from the Recognition of prior learning (RPL) Information Kit – RPL Kit and RPL policy.

HOW TO ENROLL?

A – Online www.vishaninfotech.ac.fj (Upload scanned copies of Birth certificate, Joint Card, Results / Transcripts / Letters) Or CLICK <https://forms.gle/YXF3RTjrkN9ekAF6>

B – Visit our nearest Campus along with requirements (Copies of Birth certificate, Joint Card, Results / Transcripts / Letters)

C – Email info@vishaninfotech.ac.fj

Download admission form from www.vishaninfotech.ac.fj print, fill and email along with scanned documents.

Contact us : Call / Viber / WhatsApp 8705744 – 7649773 – 6640646

Email info@vishaninfotech.ac.fj

Campus 1)

Vishan Institute of Technology - level 1, Gurbachan Singh Building, Raojibhai Patel street, Suva, Fiji Islands (Off Waimanu Road Above CJs)

Campus 2)

Vishan Institute of Technology - Level 2, Sarju Prasad Building, Vakabale street, Lautoka, Fiji Islands (Near Market)

Campus 3)

Vishan Institute of Technology -- Level 1, Vunavou Street, off Main street, Opposite - FNPF Plaza, Nadi, Fiji Islands

Center 4)

Vishan Institute of Technology -- 32 Sampuran Singh street, off Ghulab Nabi Road, Nausori, Fiji Islands

Best Wishes for 2024 !!!