

DIVISION: Applied Technology & Transportation
DIVISION DEAN: Gary Kelly, M.S.
FACULTY CHAIR: Allen Moore, A.A.
 (909) 384-8270
OTHER FACULTY: Kevin Kammer, A.A.
DIVISION OFFICE: Technical 108
 (909) 384-4451

AIR TRAVEL CAREERS

The Air Travel Careers curriculum prepares students for the, competitive customer service careers in the airline and travel industry. Classes include career survey, hiring requirements, communication skills, appearance/image standards, oral interviewing techniques, written employment skills, airline, airport and travel terminology and codes plus airline reservation systems.

A specialization in Air Travel Careers prepares students for work in every sector of the airline and travel industry such as flight attendant, reservationist, gate agent, customer/passenger service agent, ramp agent, sales and management plus a variety of other positions.

AIR TRAVEL CAREERS ASSOCIATE OF SCIENCE DEGREE

To graduate with a specialization in one of the Air Travel Careers majors, students must complete all the requirements for the appropriate certificate with a grade of C or better plus the general breadth requirements for the associate degree (minimum total = 60 units).

AIR TRAVEL CAREERS CERTIFICATES

There are two Air Travel Career Certificates: (1) Air Travel Careers - Flight, and (2) Air Travel Careers – Ground. Each of these certificates requires the core courses, plus specialized courses.

AIR TRAVEL CAREERS - FLIGHT CERTIFICATE

This certificate is designed to prepare students for entry-level work as flight attendants. Students completing this certificate are also qualified to perform the tasks associated with the Ground certificate.

REQUIRED COURSES	UNITS
AIRTVL 010 Computer Use in Travel Careers	1
AIRTVL 011 Survey of Travel Careers	1.5
AIRTVL 012 Flight Attendant Survey	1.5
AIRTVL 013 Image, Attitude and Appearance	1.5
AIRTVL 014 Terminology, Codes and Operations	1.5
AIRTVL 015 Employment Writing Skills	1.5
AIRTVL 016 Employment Interviewing Skills	1.5
AIRTVL 017 Introduction to Cultural Awareness	1.5
AIRTVL 018 Ground and In-Flight Service	1.5
AIRTVL 019 Ground and In-Flight Safety	1.5
AIRTVL 198 Air Travel Careers Work Experience	1 - 4
PE 231 First Aid and CPR	3

Three (3) courses from the following list of Travel Geography are required for certification:

AIRTVL 020	Travel Geography - Resort Destin.	(1.5)
AIRTVL 022	Travel Geography - United States	(1.5)
AIRTVL 023	Travel Geography - The Americas	(1.5)
AIRTVL 024	Travel Geography - Pacific Rim	(1.5)
AIRTVL 025	Travel Geography - Southern Europe	(1.5)
AIRTVL 026	Travel Geography - Northern Europe	(1.5)
AIRTVL 027	Travel Geography - Eastern Europe	(1.5)
AIRTVL 028	Travel Geography - Africa	(1.5)

RECOMMENDED COURSES UNITS

AERO 121	Aviation Fundamentals	(3)
AERO 134	Civil Aviation Management & Laws	(3)
BUSAD 100	Introduction to Business	(3)
CIT 010	Beginning Keyboarding	(3)
ENGL 101	Freshman Composition	(4)
SPEECH 100	Elements of Public Speaking	(3)

TOTAL UNITS: 23 - 26

*Pending approval from the California Community College Chancellor's Office

AIR TRAVEL CAREERS - GROUND CERTIFICATE

This certificate is designed to prepare students for entry-level work for ground support/ticket agents for the aviation industry.

REQUIRED COURSES UNITS

AIRTVL 010	Computer Use in Travel Careers	1
AIRTVL 011	Survey of Travel Careers	1.5
AIRTVL 013	Image, Attitude and Appearance	1.5
AIRTVL 014	Terminology, Codes and Operations	1.5
AIRTVL 015	Employment Writing Skills	1.5
AIRTVL 016	Employment Interviewing Skills	1.5
AIRTVL 017	Introduction to Cultural Awareness	1.5
AIRTVL 018	Ground and In-Flight Service	1.5
AIRTVL 019	Ground and In-Flight Safety	1.5
AIRTVL 198	Air Travel Careers Work Experience	1 - 4
PE 231	First Aid and CPR	3

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AIRTVL 028	Travel Geography - Africa	(1.5)

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TOTAL UNITS: 21.5 - 24.5

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