



# SAN DIEGO STATE UNIVERSITY


## L. Robert Payne School of Hospitality & Tourism Management

Our vision is to be the most personalized school of its kind in developing hospitality leaders



The Payne School Office is located in the Adams Humanities Bldg., Room 4158.

Office Hours: Monday - Thursday 9am - 5pm Friday 10am - 2pm

[www.sdsu.edu/htm](http://www.sdsu.edu/htm) • (619) 594-4964 •  [htmasst@sdsu.edu](mailto:htmasst@sdsu.edu)



@HTMAdvising



@sdsupayneschool



@HTM\_Jobs



# HTM Advising



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@HTM\_Jobs



### Payne School Email Sign-up



SCAN ME



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# Welcome Letter

Life becomes an adventure with a degree in Hospitality and Tourism Management (HTM) from San Diego State University. With a program that includes a four-year interdisciplinary degree, a research institute, continuing professional development, and the endowed **The J. Willard and Alice S. Marriott Foundation Student Center for Professional Development**, it's almost guaranteed you're going places.



The **School of Hospitality and Tourism Management (HTM)** is tailored to meet both industry needs and student expectations. Our robust [curriculum](#), both practical and visionary, ensures students graduate with a strong business foundation and a real understanding of industry complexities and demands.

But a degree from the School of Hospitality and Tourism Management is only one aspect of a student's education. A strong leadership and business foundation is essential, but of equal importance is the extra-curricular and experiential learning that goes with it. Our program includes four emphases:

- ◆ **Hotel Operations & Management**
- ◆ **Meeting & Events Operations Management**
- ◆ **Restaurant Operations & Management**
- ◆ **Tribal Gaming Operations & Management**

During a student's four years in HTM, they must complete two internships to earn a degree. With assistance from the Student Center for Professional Development, HTM students obtain part-time and summer positions as well as full-time employment after graduation. Our typical student will work and volunteer over 2,000 hours while in school.

These professional development opportunities—combined with academically rigorous and challenging classes—set our program apart. Our strong focus on internship placements, mentoring, and volunteer involvement build critical professional competencies, positioning HTM graduates for long-term success. How do we measure that success? The **HTM program boasts a 99% placement rate for our graduates**, bolstered in large part by **our 67% correlation between internship and job placement**. Many of our students start working with companies while still in our program; others gain employment after leaving our classrooms, equipped with the skill-set to thrive in the hospitality industry.

The vision of the School of Hospitality & Tourism Management is to be “The most personalized school of its kind in developing hospitality leaders.” Both HTM Director **Carl Winston** and **Christina Jeffries**, Director of the endowed J. Willard and Alice S. Marriott Student Center for Professional Development, make it their personal mission to meet individually with students and customize their learning experiences. HTM's dedicated faculty reflects that goal; they bring high-caliber credentials and industry savvy to the classroom, along with a strong commitment to empowering students for success. No other hospitality degree offers such a personalized level of professional development and career advising .



# HTM Contacts

L. Robert Payne School of Hospitality & Tourism Management

[www.sdsu.edu/htm](http://www.sdsu.edu/htm)

**HTM Office AH 4158**

Hours:

Monday—Thursday 9am-5pm

Friday email [htmasst@sdsu.edu](mailto:htmasst@sdsu.edu) for assistance

Hospitality and Tourism Management

Director

**Carl Winston**

[cwinston@sdsu.edu](mailto:cwinston@sdsu.edu)

Program Coordinator

**Renata Pawluk**

[rpawluk@sdsu.edu](mailto:rpawluk@sdsu.edu)

HTM Student Center for Professional Development

Director

**Christina Jeffries**

[cjeffries@sdsu.edu](mailto:cjeffries@sdsu.edu)

Administrative Assistant

**Savannah Mondragon**

[htmasst@sdsu.edu](mailto:htmasst@sdsu.edu)

HTM Student Advisors

[htmadvising@gmail.com](mailto:htmadvising@gmail.com)

For inquiries regarding **admission requirements**, please visit the SDSU website:  
[www.sdsu.edu](http://www.sdsu.edu) (click under the “future students” tab).

International Students – please contact the  
International Student Center via email: [isc.reception@sdsu.edu](mailto:isc.reception@sdsu.edu)

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Payne School Canvas Homeroom: <https://sdsu.instructure.com/enroll/4TNHHT>

HTM/SDSU \* 5500 Campanile Dr., Mail Code 4514 \* San Diego, CA 92182-4514

Introduction

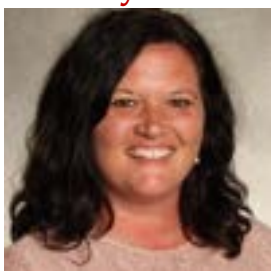
# Who's Who at ...

**Larry Beck**



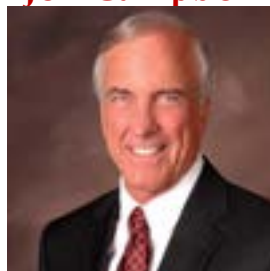
**RTM Professor**

**Mandy Brown**



**HTM Lecturer**

**Jeff Campbell**



**Director of HTM  
Masters**

**Frank Carson**



**RTM Lecturer**

**Alana Dillette**



**HTM Assistant  
Professor**

**Candy Flynn**



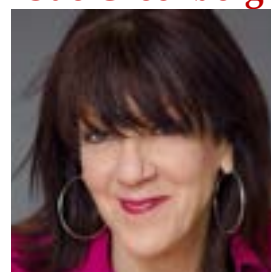
**Masters Student  
Experience  
Manager**

**Ed Fuller**



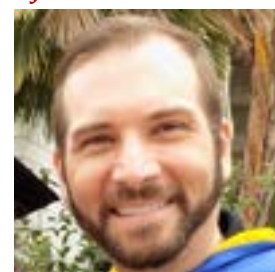
**HTM Lecturer**

**Sue Greenberg**



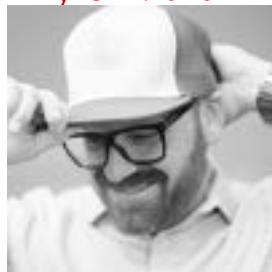
**HTM/ RTM  
Lecturer**

**Jason Hemmens**



**RTM Lecturer  
RTSA Advisor**

**Tyler Martin**



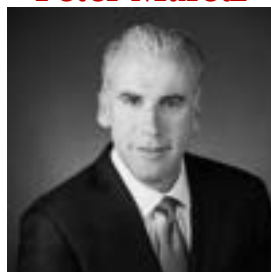
**HTM Lecturer**

**Brandon Mastromartino**



**HTM Associate  
Professor**

**Peter Maretz**



**HTM Lecturer**

**Peter Nerothin**



**HTM/ RTM  
Lecturer**

**Renata Pawluk**



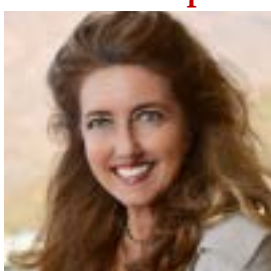
**Program  
Coordinator**

**Lori Sipe**



**HTM Associate  
Professor  
SCREAM Advisor**

**Katherine Spilde**



**HTM Professor  
TGSA Advisor**

**Kim Stull**



**Masters Program  
Coordinator**

**Mark Testa**



**HTM Professor  
Foodies Advisor**



# the Payne School

## Introduction

**Michael Corr**



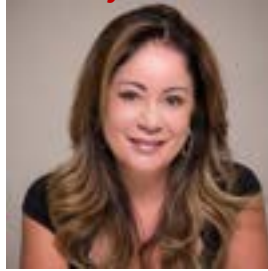
**HTM Lecturer**

**Amy Cowden**



**HTM Lecturer**

**Kelly Dalisa**



**HTM Lecturer**

**Crystal DeSoto**



**RTM Lecturer**

**Kellen Hernandez**



**HTM Lecturer**

**Patrick Higgins**



**HTM Lecturer**

**Christina Jeffries**



**Director of  
Professional  
Development  
LMSA Advisor**

**Mohsen Khaleghi**



**HTM Lecturer**

**KJ LeCesne**



**RTM Internship  
Advisor**

**Jess Ponting**



**RTM Associate  
Professor**

**Sandra Ponting**



**HTM Assistant  
Professor  
MESA Advisor**

**Ben Ramaeker**



**RTM Lecturer**

**Thomas Sayer**



**HTM Lecturer**

**Erin Scholes**



**HTM Lecturer**

**Ira Vouk**



**HTM Lecturer**

**Savannah Mondragon**



**Administrative  
Assistant**

**Carl Winston**



**Director  
NSMH and MESA  
Advisor**

**Corinne Youngholm**



**Student  
Experience  
Manager**

# HTM & RTM

The L. Robert Payne School of Hospitality and Tourism Management encompasses two fields of study: Hospitality and Tourism Management (HTM) and Recreation Tourism Management (RTM). Although we are under one school and have similarities, each program has its own specifications. This packet is specifically for HTM.

## HTM – Hospitality and Tourism Management

Business orientated Degree

Offers 4 emphasis:

- Hotel Operations and Management
- Meetings and Events Operations and Management
- Restaurant Operations and Management
- Tribal Gaming Operations and Management

SDSU also offers a Master's in Hospitality and Tourism Management.

For more information on the Master's visit: <http://mastershtmsdsu.org/>

## RTM – Recreation Tourism Management

Social Science orientated Degree

Offers 3 emphasis:

- Outdoor Resource Management
- Recreation Systems Management
- Sustainable Tourism Management

SDSU also offers a RTM minor.

For more details about RTM visit: <http://htm.sdsu.edu/web/index.php/academics>

## “The Couches”

We encourage ALL HTM students to come “hang out” on the couches.

It is a great opportunity to:

- get to know other HTM students
- meet faculty and staff
- find out about current HTM activities
- meet industry professionals





# REQUIREMENTS of the HTM Major

## 1. GPA

2.9 overall GPA is required to get into upper division. Use the online GPA calculator to figure out grades needed to achieve your desired GPA - [http://arweb.sdsu.edu/es/advising/gpa\\_calculator.htm](http://arweb.sdsu.edu/es/advising/gpa_calculator.htm). If you do not meet this requirement you **MUST** meet with Ms. Christina Jeffries to inquire about our formal exception policy.

## 2.7 GPA or Higher

## 2. Work Experience

400 hours of paid hospitality experience is required before upper division. You can:

- Complete hours any time before starting upper division classes
- Work part time during school or full time during summer and breaks
- Work in any hospitality job, but we encourage you to work in your area of emphasis that you will be studying.
- Examples are: SDSU catering

SDSU Viejas Arena

SDSU Student Union

Hotel: Front Desk

Food and Beverage

Restaurant: Host

Server



Please note: retail is **NOT** considered hospitality experience. If you are unsure that your job fulfills this requirement or need help finding a job, please set up a meeting with a Lower Division Advisor. Please regularly check our Instagram page @HTM\_Jobs for job postings.

## 3. Pre-Internship Meeting



In your 2<sup>nd</sup> semester of your sophomore year, you must attend a Pre-Internship Meeting. This is an important part of understanding the required internships and your attendance ensures your placement on the “Internship Search Database” where you will receive frequent postings that qualify for the 398 internship. Ms. Christina Jeffries will announce dates via email each semester.

# Work Experience and Internships

## J. Willard & Alice S. Marriott Foundation Student Center for Professional Development

The L. Robert Payne School of Hospitality & Tourism Management requires that all students complete the following hospitality work experience:

- 400 hours of hospitality experience prior to being admitted into their third year
- 300 hours of hotel or restaurant work experience in the junior year (for HTM 398)
- 300 hours of work experience in the senior year (for HTM 498)

***Most students will actually work part time for 3 years or more and many students graduate with over 2,000 hours of real world hospitality experience! Our student could be an excellent, highly motivated addition to your team!***



During the junior year of the HTM curriculum, students will enroll in the Hotel Work Experience Internship (HTM 398). Students will receive an overview of the internship requirements which includes a checklist of many tasks to complete during their time at the hotel. There are several structures to choose from and these may also be customized according to property and student needs. Some companies will rotate students around the key departments. Others will base them in one area and the student is assigned time to shadow or work in other departments as business allows. The students complete all the required forms and have several tasks assigned. This is deliberately kept the responsibility of the student so as not to put a burden on the employer.

The minimum time the student should be employed is for 300 hours, typically 20 hours per week over the course of a fifteen week semester. However, many students chose to work for a lot longer than the 300 hours. Most are employed during their entire junior year benefiting the hotel with a motivated employee and providing the student with a true work experience. During summer, students may be able to work full-time and they may also complete their internship anywhere in the world as long as the experience is relevant to the curriculum.

### **All internships are paid; the student is hired as a regular employee.**

During the senior year, students will also enroll an internship (HTM 498). Students will be employed by a hospitality organization relevant to their emphasis:

Hotel Operations - Restaurant Operations - Meeting & Events - Tribal Gaming

Students will be tasked with completing a special project while employed in a relevant position. This should have a “real-world” benefit to the employer as well as to the student. Perhaps a sales or service improvement plan or research project?

All HTM internships must be paid in order for students to receive credit. Unpaid internships will on occasion be allowed however we caution employers to follow unpaid internship guidelines. Details are at: <http://www.dol.gov/whd/regs/compliance/whdfs71.pdf>

SDSU will provide liability insurance for all students enrolled in the internship class and a Student Learning Agreement will be signed by both the employer and SDSU. The form is available at: <http://bfa.sdsu.edu/prosrvc/servlearning.htm>

For more information or questions, please contact Ms. Christina Jeffries.

# Pre-HTM Preparation

## SDSU Bachelor of Science in Hospitality and Tourism Management Curriculum Effective for Incoming Students in the 2021/2022 Catalog Year

Students choosing the undergraduate major in Hospitality and Tourism Management are first admitted to the pre-HTM major for their first two years of university work. During these two years, students should complete general education courses and the 30-unit lower division preparation for the major courses. These prerequisite/preparation for the major courses may not be taken CR/NC; the minimum grade in each class is C. In addition, students must have completed a minimum of 60 transferable semester units. To complete the major, students must fulfill the degree requirements for the major described in the catalog in effect at the time they are accepted into SDSU (assuming continuous enrollment.) Supplemental admissions criteria must be met before students may declare an upper division major and be eligible for upper division courses. For current information concerning admissions criteria and procedures, contact the School of Hospitality and Tourism Management Office (Adam's Humanities building, room 4158).

### PREPARATION FOR THE MAJOR

- ⇒ ECON 101 Principles of Economics (3) OR ECON 102 Principles of Economics (3)
- ⇒ HTM 201 Introduction to Hospitality & Tourism Management (3)
- ⇒ HTM 219 Hospitality, Recreation, and Tourism Professions (3)
- ⇒ HTM 223 Hospitality Managerial Accounting and Controls (3)
- ⇒ HTM 250 Hospitality Law (3)
- ⇒ RTM 200 Recreation, Travel, and Self-Awareness (3)
- ⇒ RTM 290 Quantitative and Qualitative Literacy in Tourism (3)
- ⇒ RWS 290 Business Communication (3)

### CHOICE OF EITHER:

- ⇒ STAT 119 Elementary Statistics in Business (3)
- ⇒ ECON 201 Statistical Methods (3)

### First Year

Fall Semester

Description	Course	Units
GE Written Communication*		3
GE Oral Communication*		3
GE Social and Behavioral Science/ Major Prep	ECON 101	3
or	ECON 102	
GE Arts and Humanities		3
Major Prep	HTM 201	3
<b>Total Units:</b>		<b>15</b>
<b>Cumulative Total:</b>		<b>15</b>

\*RWS 100 recommended for Written Communication and COMM 103 recommended for Oral Communication.

Spring Semester

Description	Course	Units
GE Critical Thinking*		3
GE Math/Major Prep	STAT 119	3
GE Life Science		3
GE Lab		1
GE Arts and Humanities		3
Major Prep	HTM 250	3
<b>Total Units:</b>		<b>16</b>
<b>Cumulative Total:</b>		<b>31</b>

\*RWS 200 recommended for Critical Thinking.

### Second Year

Fall Semester

Description	Course	Units
GE Physical Science		3
GE Social and Behavioral Science/ American I Institutions		3
GE Lifelong Learning and Self-Development/ Major Prep	RTM 200	3
Major Prep	HTM 219	3
Or	MATH 120	
Elective		3
<b>Total Units:</b>		<b>15</b>
<b>Cumulative Total:</b>		<b>46</b>

Spring Semester

Description	Course	Units
GE Arts and Humanities		
GE Ethnic Studies/Social & Behavioral Science/ Ethnic Studies		3
Major Prep	HTM 223	3
Major Prep	RTM 290	3
or	MIS 180	
Major Prep	RWS 290	3
<b>Total Units:</b>		<b>15</b>
<b>Cumulative Total:</b>		<b>61</b>

Academics



# Course Selection Notes

Academics

# HTM Upper Division

## Emphasis Areas

- ⇒ Hotel Operations and Management
- ⇒ Meetings & Events Operations and Management
- ⇒ Restaurant Operations and Management
- ⇒ Tribal Gaming Operations and Management

## Internships

A significant portion of the student's educational program is dedicated to enrolling in community-based learning components termed internships. Hence, *we require 400 hours of hospitality related work experience prior to their first internship*. Then, each student must complete (2) 300+ hour internships in hospitality and tourism businesses. These experiential learning components enable students to apply their classroom education to real world experiences in actual businesses. The School of HTM has purposely entered into partnerships with San Diego's finest hospitality and tourism enterprises to provide students with specialized facilities and experiences that complete a well-rounded and comprehensive educational experience for graduation and entry into this rewarding profession. Please contact Ms. Christina Jeffries to make arrangements for your internship.

## Academics

### General:

#### HTM Major Requirements (20 units):

		Pre-Requisites	CR	X
HTM 301	Service leadership Development (Kaleidoscope)		3	
HTM 398	Internship	HTM 301; 400 work hrs in industry	3	
RTM 404	Cross Cultural Perspectives of Tourism	II B, Social and Behavioral Sciences	3	
RTM 470	Global Travel and Tourism Management	RTM 101 or HTM 201	3	
HTM 480	Leadership and Coaching in Hospitality	HTM 301; HTM 380	3	
HTM 490	Strategic Management in Hospitality & Tourism	BA 370; HTM 480	3	
HTM 491	Leadership and Self Development in Hospitality	HTM 301; HTM 480	2	

#### Key Tips:

Take RTM 404: it double counts for the GE Exploration requirement. It fulfills the Social and Behavior Sciences requirement along with the Cultural Diversity requirement.

Leadership Course Succession: HTM 301 -> HTM 480 -> HTM 491 (Must be taken IN ORDER).

HTM 480 is a prerequisite for HTM 490.

HTM 490 & HTM 491 can be taken concurrently.

# HTM Upper Division BY Emphasis

## Hotel Operations and Management

### **Emphasis Requirements:**

HTM 320	Introduction to Hotel Management	HTM 301	3	
HTM 455	Hospitality Financial Management	BA 323	3	
HTM 498	Internship: Hotel	HTM 398; BA 350; MGMT 352	3	
**	International Experience Required		N/A	

## Meetings & Events

### **Emphasis Requirements:**

HTM 330	Introduction to Meetings and Events Industry		3	
HTM 432	Convention Services for Hotels	HTM 301	2	
HTM 498	Internship: Meetings & Events	HTM 398; BA 350; MGMT 352	3	
**	International Experience Required		N/A	

## Restaurant Operations and Management

### **Emphasis Requirements:**

HTM 340	Introduction to Restaurant Management	HTM 301	3	
HTM 455	Hospitality Financial Management	BA 323	3	
HTM 498	Internship: Restaurant	HTM 398; BA 350; MGMT 352	3	

## Tribal Gaming Operations and Management

### **Emphasis Requirements:**

HTM 370	Tribal Gaming: Cultural and Political Context	HTM 201 or Amer Indian Studies 110	3	
HTM 371	Tribal Gaming: Casino Operations	HTM 201	3	
HTM 372	Tribal Gaming: Legal and Regulatory Issues	HTM 201; HTM 371	3	
HTM 373	Tribal Gaming: Marketing and Public Relations	HTM 371; BA 370	3	
HTM 498	Internship: Tribal Gaming	HTM 398; BA 350; MGMT 352	3	

## Other

GE Explorations: A. NUTR 313, B. RTM 404, C. Any class
BA 323; BA 350; MGMT 352; BA 360; BA 370
RTM 396W or RWS 305W If you do not get a 10 on WPA

### **Recommendations:**

ENS 116A or 116B Golf (1 Unit)
International Experience (Required for emphasis in Hotels and Events) Travel Grants available



# Suggested Minors

## Minors in the College of Business Administration

The minors in the College of Business Administration are intended to give students a structured introduction to a specific area of Business Administration. Students who wish to minor in Business Administration may choose from the following available minors:

- Accounting
- Entrepreneurship (Student must attend a mandatory workshop to get information about this minor. Dates available at the [Lavin Entrepreneurship Center](http://lavincenter.sdsu.edu/) <http://lavincenter.sdsu.edu/>).
- Finance
- Information Systems
- Management
- Marketing
- Real Estate

Students who are majoring in any area of Business Administration, International Business, or Hospitality and Tourism Management may minor in Business with some adjusted requirements. See the [requirements of the minor \(docx\)](#) <https://tinyurl.com/yts9sddv> or meet with a business advisor for more information.

Students who meet the requirements for the minor should come to the Business Advising Center (EBA 448) to declare the minor. Students who do not meet the GPA requirement may waitlist for the minor. The waitlist is processed each semester during the declaration period. Find important dates listed here: <https://registrar.sdsu.edu/students/registration/wait-list>

Download the [Minor Application \(docx\)](#) and the [requirements of the minor \(docx\)](#).

<https://business.sdsu.edu/undergrad/requirements>

## PSFA International Studies Minor

### About the Program

It is open to any major in the University, and is particularly valuable for any student seeking a career involving global awareness. The minor seeks not only to provide an international experience for students but to deepen the meaning of students' experience by providing a process and context for critical awareness/comparison, self-reflection, as well as the specific professional skills they will utilize in their future careers.

[https://psfa.sdsu.edu/international/international\\_minor](https://psfa.sdsu.edu/international/international_minor)

*For more information please contact:*

*International Studies Minor Advisor: Giancarlo Taylor*

*PSFA Building*

*email: [gtaylor@sdsu.edu](mailto:gtaylor@sdsu.edu)*

# Study Abroad

## Academics



The L. Robert Payne School of Hospitality & Tourism Management is passionate in providing international experiences for our students. Hotel and Meeting and Events students are required to participate in an international study abroad to graduate. Restaurant and Tribal Gaming students are highly encouraged to study abroad. It's an AMAZING experience. Study abroad for a year, a semester, or a summer. There are lots of options.

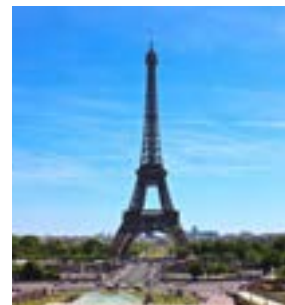
### Why should you study abroad?

To **enhance your education**: A study abroad experience adds a new perspective to your studies. You will see things from another point of view, which will help you to develop your analytical and critical thinking skills.

To **build your resume**: Study in another country adds a new dimension to your career planning. In an age of global economies and technology, experience abroad distinguishes your background from the rest.

To **develop your self-awareness**: We sometimes impose limitations on ourselves that hinder our progress toward our goals. By leaving the familiar behind and encountering different people and places you gain a better understanding of yourself, and the world around you.

To **understand another culture**: Living and learning in an unfamiliar environment adds to your understanding of world cultures and contributes to your personal growth and development.



### School of Hospitality International Experience Policy:

Effective Fall 2016, we are pleased to announce our new International Experience Policy. Our new policy will provide you with a list of pre-approved schools and faculty led trips that will clear the International Experience Requirement for the Sustainable Tourism, Hotels and Meetings/Events emphasis students.

Please review the policy in its entirety: [International Experience Policy](#) can be found in the HTM office or on the HTM website.

If you are considering a program that is not on our pre-approved list, please book an appointment with Mr. Winston or Ms. Jeffries as we do require written consent prior to the trip for it to count towards the International Experience requirement.

### Where to find out about study abroad programs?

- Global Education Office: [https://newscenter.sdsu.edu/student\\_affairs/isc/studyabroad.aspx](https://newscenter.sdsu.edu/student_affairs/isc/studyabroad.aspx)
- SDSU GE Study Abroad Approvals site which contains all approved courses for general education across a host of institutions in study abroad <https://sunspot.sdsu.edu/gestudyabroad/user/homepage.html>. Students studying abroad must continue the advising center to meet with an adviser and file the study abroad academic approval form as part of the advising process. However, advisers and students will be able to use the site to identify courses pre-approved for the various areas of the General Education requirements. The site is one of the links (under Advising) on the Academic Advising Center homepage at [sdsu.edu/advising](https://sdsu.edu/advising). This list will continue to grow as new courses are approved and added.
- HTM Office - check out the HTM Study Abroad Binder located in the HTM office (just ask for it).

**For Study Abroad Scholarships – See page 20**

# Study Abroad

**Florence, Italy**



"I was fully immersed in another country's culture for 6 weeks and feel like I am so much more in tune with not only the world, but myself as well."

**Portugal, Spain**



"Do not let fear stop you from experiencing the best things in life like taking a selfie in the crater of a volcano!"

**Bangkok, Thailand**



"The program helped me become more open minded and taught me so much about hospitality and myself, while also teaching me about the Thai people"

Academics

**Shanghai, China**



"I loved learning about their unique traditions like the "Tea Ceremony" as well as seeing the famous Face Changing Opera."

**Barcelona, Spain**



"My Spring in Barcelona helped morph me into the individual I am today. From the experience, my problem-solving skills were tested on almost a daily basis."

**Paris, France**



"Wandering the streets of Paris, viewing world-famous art, and eating way too many crepes taught me so much about myself and the world"

**Sydney, Australia**



"I loved every moment from meeting other students to the food. Having the opportunity to travel is something that I will cherish forever."

**Edinburgh, Scotland**



"The world is filled with tons of unbelievably stunning places. Take the opportunity to experience them yourself. Not to mention that international friendships are probably the coolest thing you could get out of it all!"

**Prague, Czech Republic**



"I had an amazing time studying abroad, I learned so much about many different cultures and saw things that I never thought I would ever see."



# Scholarships

## Academics

### WHY SHOULD YOU APPLY FOR A SCHOLARSHIP?

#### IT'S FREE MONEY!

Companies set aside funds to give out as scholarships and it just sits there until someone applies for it, BUT NO ONE DOES!

If you apply you have a very good chance of getting the scholarship.

#### IT'S EASY TO APPLY!

Once you write one scholarship essay, it is easy to write the rest. Just tweak it to fit the new scholarship you are applying for.

If it takes you (at the most) 2 hours to finish the application for the scholarship and you win the \$4000 scholarship that means you just got paid \$2000 an hour!

### HTM SCHOLARSHIP INFORMATION

Scholarship Opportunities – check out the list of opportunities either online at <https://htm.sdsu.edu/students/scholarships> (or on the HTM website under scholarships) or view the Scholarship binder in the HTM office.

Scholarships for International Students – check out the opportunities either online at <https://htm.sdsu.edu/students/scholarships> (or on the HTM website under scholarships) or view the Scholarship binder in the HTM office.

Scholarship Websites & Essay Tips –

Use <http://www.fastweb.com> \*\*Highly recommended\*\*

Create a profile about yourself and then they send you an email with updates on scholarships that match your profile. There is a scholarship for everyone! Including left handed skateboarders!

Be sincere

Don't be afraid to get personal

They like to hear something unique

Check your spelling, grammar, etc!

Contact your school advisors for help

Apply for a Study Abroad Scholarship to help with your airfare, up to \$1,200 (or 80%) provided by a generous donor! This scholarship is exclusively for HTM and RTM students. Email Desiree Warren at [dwarren@sdsu.edu](mailto:dwarren@sdsu.edu) for the application or ask for a copy at the HTM office.

### VISIT AZTEC SCHOLARSHIPS

Check out their website: <https://sacd.sdsu.edu/financial-aid/scholarships/sdsu-aztec-scholarships>

Have questions? Visit the Student Financial Center: <https://sdsu.zoom.us/j/87293575613>

A banner for Aztec Scholarships. It features a black background with the words "AZTEC SCHOLARSHIPS" in white, bold, serif capital letters. The text is centered. On either side of the text, there are red, curved, textured shapes that resemble stylized feathers or the Aztec sun symbol, creating a symmetrical design.

**AZTEC  
SCHOLARSHIPS**

# Scholarships



Caroline Saldivar  
AHLA  
**\$3,000**



Isabella Widmann  
HARF  
**\$3,000**



Jonathan Jou  
HARF  
**\$3,000**



Brianna Welton  
CHLA  
**\$4,000**



Timia Drew  
CHLA  
**\$4,000**



Marly Shifflett  
AHLA  
**\$3,000**



Sandra Pesayco  
AHLEF  
**\$1,000**



Brooke Geoffrey  
AHLA  
**\$2,500**



Benjamin Cabrera  
AHLA  
**\$3,000**



Lexi Effron  
CHLA  
**\$4,000**



Brylynn Smith  
Harvey Goodfriend  
**\$5,000**



Catherine Schmidt  
CHLA  
**\$3,000**



Jessica Smith  
AHLEF  
**\$5,000**



Zoe Gonzalez  
ISEP  
**\$3,000**

Over **\$100,000** awarded  
to Payne School Students  
in previous years!

Academics

# HTM Freshman Benchmarks



## Freshman Year

- ☐ Completed all developmental writing and mathematics courses
- ☐ Completed 50% of your lower division General Education requirements
- ☐ Connected with HTM Advising on Instagram and TikTok
- ☐ Met with a Lower Division Advisor in the Payne Office every semester
- ☐ Earned a 2.7 SDSU or higher grade point average
- ☐ Began research into Study Abroad
- ☐ Volunteered for at least 2 HTM activities
- ☐ Become an active member of at least one student association
- ☐ Attended at least 3 student organization meetings per semester
- ☐ Introduced yourself to a stranger on the HTM office couch
- ☐ Connected with a Junior or Senior who has become your mentor
- ☐ Completed applications for several scholarships

## Sophomore Year

- ☐ Completed all lower division General Education courses
- ☐ Selected an Emphasis area
- ☐ Completed 75-100% of preparation for major/impaction requirements
- ☐ Continued to earn a 2.7 SDSU or higher grade point average
- ☐ Worked at least 400 hours in a hospitality related job
- ☐ Upon completion of all Pre-Reqs, see Ms. Christina Jeffries to sign into the major
- ☐ Registered for WPA exam
- ☐ Selected a minor (if applicable)
- ☐ Selected a study abroad location and program
- ☐ Attended a Pre-Internship Meeting during 2<sup>nd</sup> semester
- ☐ Volunteered for at least 4 HTM activities
- ☐ Attended at least three Employer presentations
- ☐ Applied for at least 3 scholarships
- ☐ Succeeded in helping Mr. Winston remember your name
- ☐ Completed applications for all open scholarships

## Junior Year

- ☐ Completed 50% of upper division major and minor courses
- ☐ Met with Christina Jeffries to review your degree evaluation each semester
- ☐ Participated in or selected an internship for HTM 398
- ☐ Volunteered for at least 6 HTM activities
- ☐ Participated in at least one HTM trip
- ☐ Be a registered member of at least one professional organization (MPI, CRA, etc)
- ☐ Brought someone new to the "Payne School Couch"
- ☐ Landed a leadership role in an HTM Student Association or activity on campus
- ☐ Studied Abroad Spring Semester of your Junior year (6<sup>th</sup> semester)
- ☐ Adopted a Freshman or Sophomore as your mentee
- ☐ Completed applications for all open scholarships

## Senior Year

- ☐ Complete all major/minor requirements
- ☐ Completed all upper division Exploration and GWAR courses
- ☐ Met with Ms. Christina Jeffries to review your degree evaluation each semester
- ☐ Completed your HTM 498 internship
- ☐ Completed an international experience
- ☐ Volunteered for at least 8 HTM activities
- ☐ Participated in at least 2 HTM trips
- ☐ Be a registered member of at least one professional organization (MPI, CRA, etc)
- ☐ Attend at least one professional organization event per semester
- ☐ Attended employer presentations each semester
- ☐ Completed applications for all open scholarships
- ☐ Applied for graduation

## Benchmarks

# HTM Transfer Benchmarks

## First Year at SDSU

- ☐ Completed all lower division General Education courses
- ☐ Completed 100% of preparation for major/impaction requirements
- ☐ Worked at least 400 hours in a hospitality related job
- ☐ Registered for WPA exam
- ☐ Connected with HTM Advising on Instagram and TikTok
- ☐ Met with Ms. Jeffries in the Payne Office every semester
- ☐ Upon completion of all Pre-Reqs, see Ms. Christina Jeffries to sign into the major
- ☐ Earned a 2.7 SDSU or higher grade point average
- ☐ Began research into Study Abroad, select a study abroad location/program, and potentially go abroad.
- ☐ Volunteered for at least 4 HTM activities
- ☐ Participated in at least one HTM trip
- ☐ Become an active member of at least one HTM student association
- ☐ Attended at least 3 student organization meetings per semester
- ☐ Introduced yourself to a stranger on the HTM office couch
- ☐ Completed applications for all open scholarships
- ☐ Attended a Pre-Internship Meeting
- ☐ Attended at least three Employer presentations
- ☐ Succeeded in helping Mr. Winston remember your name

## Second Year at SDSU

- ☐ Complete all major/minor requirements
- ☐ Completed all upper division Exploration and GWAR courses
- ☐ Met with Ms. Christina Jeffries to review your degree evaluation each semester
- ☐ Completed your HTM 398 and 498 internship
- ☐ Completed an international experience
- ☐ Volunteered for at least 8 HTM activities
- ☐ Participated in at least one HTM trip
- ☐ Be a registered member of at least one professional organization (MPI, CRA, etc)
- ☐ Attend at least one professional organization event per semester
- ☐ Landed a leadership role in an HTM Student Association or activity on campus
- ☐ Attended all employer presentations each semester
- ☐ Completed applications for all open scholarships
- ☐ Brought someone new to the "HTM Couch"
- ☐ Applied for graduation

## Benchmarks



# Pathways to Excellence



The J. Willard and Alice S. Marriott Student Center for  
Professional Development

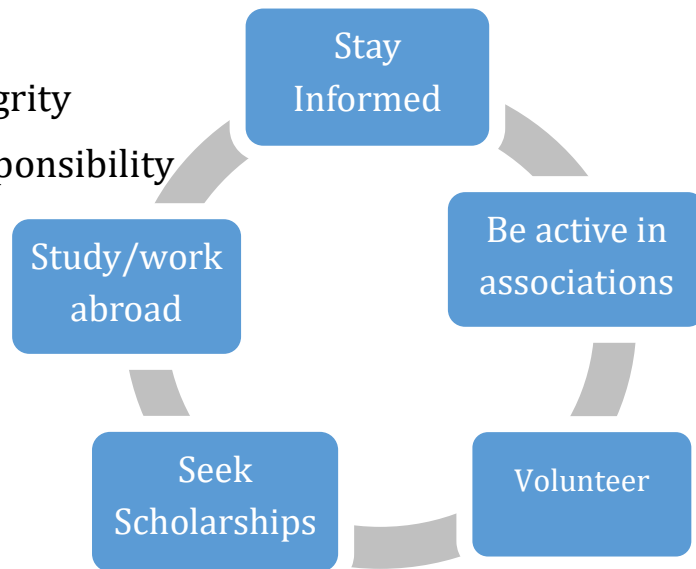
## We Expect You...

### Attitudes

- To strive for excellence
- To be honest: Live honor and integrity
- To practice self-reliance: take responsibility
- To have realistic expectations
- To seek trust-based relationships

### Behaviors

- Focus
- Professional communication
- Don't over commit
- Give Credit
- Have a plan: Make strategic choices for your future
- To be prepared: Demonstrate commitment and interest
- To Demonstrate Good Manners: Give respect to earn respect
- Punctuality: Being on time is being late
- Professional attire: 'A day' means 'A attire'



## Standards



**SAN DIEGO STATE  
UNIVERSITY**  
L. Robert Payne School of  
Hospitality & Tourism Management

## We Promise...

- To put you first
- To challenge you
- To make learning fun
- To provide opportunity
- To be honest

# Standards

100%

- 

1000000

## Standards

- 100



# HTM Dress Code

## First impressions are Lasting impressions!

The Payne School enjoys a relaxed and comfortable environment. However, every now and then we need to step up our game and make the right impression for industry professionals who visit us on campus. These events are professional affairs where you can potentially meet your future employer.

- ⇒ Business suit or jacket with knee-length skirt with no dramatic slit.
- ⇒ Long-sleeve shirt or conservative blouse. If you have a low-cut shirt, a white or black tank-top will help.
- ⇒ Tie in conservative pattern or color.
- ⇒ Clean dress shoes with socks or mid-heeled closed toe shoes.

### A DAY – Business Attire



### B DAY – Business Casual



### C DAY – Casual



#### TIPS:

- ⇒ Color scheme should stay neutral in the navy blues, black, or dark gray. Try to stay away from bright colors.
- ⇒ Clothing should be clean and wrinkle-free.
- ⇒ Clothes should not be too large or small, tight or baggy.
- ⇒ Keep jewelry and make-up to a minimum.
- ⇒ Choose a conservative handbag or briefcase.
- ⇒ If you have multiple piercings, either take out all the earrings or keep one set in.
- ⇒ If you have tattoos, cover them.
- ⇒ Practice good hygiene. Shower, groomed hair, teeth brushed.
- ⇒ Go easy on the fragrances.

# Student Associations

## Lodging Management Student Association (LMSA)

*A platform for hospitality students to bridge the gap between college and the professional lodging industry*

- ☐ Networking opportunities
- ☐ Behind the scenes tours
- ☐ Community involvement
- ☐ Social Events
- ☐ Professional development



lmsa.sdsu@gmail.com



[lmsa\\_sdsu](#)

## Meetings and Events Student Association (MESA)

*To provide students with opportunities to get involved with the industry on a more personal level*

- ☐ Network with industry leaders and students
- ☐ Attend and volunteer at top hospitality events.
- ☐ Build a resume with hands-on planning experience.
- ☐ Have fun!



mesa.sdsu@gmail.com



[Mesa\\_sdsu](#)

## Students Creating Rides, Entertainment, Attractions and Memories (SCREAM)

*Providing students of all majors opportunities to get more involved within the Attractions and Entertainment Industries.*

- ☐ Networking Opportunities
- ☐ Exposure to both industries
- ☐ Venue & attraction tours
- ☐ Professional & creative development



sdsuscream@gmail.com



[sdsuscream](#)

Get Involved



# Student Associations

## National Society of Minorities in Hospitality (NSMH)

*Promoting and ensuring minority success in the fields of hospitality*

- ☐ Develop professional skills
- ☐ Experience a diverse group of people
- ☐ Nationally run student organization
- ☐ Network with students and industry professionals



sdsu@nsmh.org



sdsunsmh

## Recreation and Tourism Student Association (RTSA)

*Provides opportunity for professional growth both on campus and in the local community in the Recreation and Tourism Industry*

- ☐ Network with industry professionals.
- ☐ Develop professional skills.
- ☐ Give back to the community.
- ☐ Join if you love being in the outdoors!



rtsa.sdsu@gmail.com



RTSA\_SDSU



RTSA.SDSU

## Foodies

*Promotes the universal love for food, restaurants, and the hospitality industry*

- ☐ Join if you have a passion for food!
- ☐ Learn about food and beverage.
- ☐ Network with students and restaurant professionals.
- ☐ Come hungry!



sdsu.foodies@gmail.com



foodiessdsu

## Tribal Gaming Student Association (TGSA)

*Provides insight to the world of Tribal Gaming and its many benefits to the Native American and surrounding communities through poverty alleviation, cultural revitalization and nation building*

- ☐ Raise awareness of tribal government gaming.
- ☐ Learn about the American Indian culture



TGSA.sdsu@gmail.com



TGSA.SDSU

# Frequently Asked Questions

## When do I need to meet with an advisor and how do I make an appointment?

You should meet with an HTM student advisor every semester to be sure that you are on track. To schedule an appointment, please visit: <https://sdsu.campus.eab.com> If you have a question that you feel can be answered via email, please contact the student advisors at [htmadvicing@gmail.com](mailto:htmadvicing@gmail.com). Please bring a degree evaluation to your appointment!

## I am nearing the end of my pre-major coursework and have one lower division class left to take. Can you sign me into upper division HTM status so I can take this class, along with upper coursework?

No - all students must meet all lower division requirements before they are admitted into upper division status...including a letter grade of C or better in preparation for the major classes; completion of 60 units lower division coursework; and an overall/cumulative GPA of 2.7 or higher. All lower division coursework is to be completed completely before we will sign students into upper division status. See Ms. Jeffries for help with planning classes.

## When exactly can I be signed into upper division status?

Please plan to make an appointment with Christina Jeffries at the end of the semester AFTER grades have been posted. When you meet with Ms. Jeffries, she will review your degree evaluation to ensure you have met all program requirements. To make this appointment, book in EAB <https://sdsu.campus.eab.com>.

## I am currently an upper division business major and want to sign into HTM. I've completed all of the preparation for the major classes required for the major, with the exception of the HTM 201 (Introduction to Hospitality). My GPA is in alignment with your requirements, etc. Can you sign me into HTM upper division?

We need you to enroll in the HTM 201 course first, then please make an appointment to meet with Christina Jeffries where you can discuss your switch into the upper division HTM major. Appointments can be made by calling the HTM Office at 619-594-4964.

## I would like to get started on my HTM 398 internship as soon as I advance into upper division status. Can I enroll in this for the first semester of upper division HTM status?

There are several steps that must be taken to get you prepared for your 398 internship. It is imperative that you meet with our Internship and Placement Director, Christina Jeffries, at least one semester before you intend to pursue your internship so he can add you to the student internship request list. We conduct periodic internship information sessions throughout the semester; please stop by the HTM office (AH building, room 4158) for details on when these are held. We also strongly encourage students to take HTM 301 before starting their internship. Careful, proactive planning on your part will ensure a smooth transition into your first internship.

## HTM Advising

### ADVISING TO-DO LIST

- ☐ Go to advising every semester
- ☐ Lower division advising – set up appointment at [sdsu.campus.eab.com](https://sdsu.campus.eab.com)
- ☐ Upper division advising – set up appointment at [sdsu.campus.eab.com](https://sdsu.campus.eab.com)
- ☐ Visit the Canvas Homeroom to view resources available
- ☐ Connect with a student association
- ☐ Research studying abroad
- ☐ Find scholarship page on SDSUs website and apply for at least one
- ☐ Find scholarship page on Payne School website and apply for at least one
- ☐ Turn in your contact information to the Payne School Office so you are on our email list
- ☐

Get Involved





**SAN DIEGO STATE  
UNIVERSITY**

**L. Robert Payne School of  
Hospitality & Tourism Management**



**Get Involved Today!**