

Master of Science - Hotel Administration

Plan Program Description

The ~~36-hour~~ **36-credit hour** Master of Science— **degree in** Hotel Administration—~~degree program~~ will prepare you for a successful career as an upper-level executive in the hospitality industry or as an instructor/researcher in a hospitality education program. Students have the opportunity to conduct research on a subject that interests them by writing a thesis—~~or a professional paper~~. This decision will be based upon the student's goals and consultation with an academic advisor. Copies of the completed thesis must meet the guidelines of the UNLV Graduate College and be completed according to published deadlines. **For students who are interested a non-thesis track, they will complete the professional paper track, which requires them to write a professional paper that focuses on a real-world industry problem.** For more information about your program including your graduate program handbook and learning outcomes please visit the Degree Directory.

Plan Admission Requirements

Application—~~deadlines~~**Applications—Deadlines****Fall Deadlines** (<https://www.unlv.edu/graduatecollege/application-deadlines>)**Fall Term February 15: For all applicants who want to be considered for funding opportunities //www.unlv.edu/graduatecollege/application-deadlines****May 1: For all international applicants unlv. July 15: For all domestic and permanent residents applicants. Spring Term October 1: For all international applicants. November 15: For all domestic and permanent residents applicants. Application edu/graduatecollege/application-deadlines**)**Application edu/graduatecollege/application-deadlines**)**Fall Term February 15: For all applicants who want to be considered for funding opportunities Application edu/graduatecollege/application-deadlines**)**Application Requirements: Applications available on the UNLV Graduate College website.** The student must satisfy the minimum admission requirements of the UNLV Graduate College and the William F. Harrah College of Hospitality. **Applications available on the UNLV Graduate College website. Applicants need to meet the following requirements below to be considered for the program. 1. A baccalaureate degree from an accredited institution with a minimum overall GPA of 2.75 or higher on a 4.00 scale, including: Submission of a completed or 3.00 or higher in the last two years of study. 2. A minimum of one-year of full-time work experience in a management/supervisory capacity in the hospitality industry, or three years of full-time, front-line experience is preferred. To apply, applicants must submit the following materials by the application deadline to be considered for admission into the program. 1. Complete and submit the online UNLV Graduate Graduate College admission application form and pay the required admission application fee. 2. Submission Submit of two copies of official all post-secondary transcripts from all institutions attended after high school. One copy should be sent directly from the institution attended to the UNLV Graduate College and another one to the William F. Harrah College of Hospitality Graduate Studies Office online application system. Please note Note: it is a requirement of the UNLV Graduate College that students with class credits and/or and/or and/or degrees from educational institutions outside the United United States must provide a course-by-course evaluation of those credentials by a Graduate College approved NACES Evaluation Agency. This is to obtain an evaluation of the courses, verification of degrees, and establish accreditation of the schools and/or universities. A copy of this evaluation should be sent to both the UNLV Graduate College and the William F. Harrah College of Hospitality Graduate Studies Office. Unofficial copies of transcripts may must be uploaded with into the online application form system by the application deadline. 3. Submit either GRE or GMAT scores. A**

~~baccalaureate degree from an accredited institution with a minimum overall GPA of 2.75 on a 4.00 scale, or 3.00 in the last two years of study.~~ **4. A** satisfactory composite score on the Graduate Record ~~Examination Examination Examination~~ (GRE) (UNLV institution code ~~4861, William F. Harrah College of Hospitality College code 7549~~) **4861**), with a **minimum preferred** score of 155 on the quantitative portion and 148 on the verbal portion of ~~the t he the~~ exam. Or, the Graduate Management ~~Admissions Admissions Admissions~~ Test (GMAT) (UNLV institution code 71T, ~~William F. Harrah Harr ah Harrah Harr ah Harrah~~ College of Hospitality College code 71T-TD-68), **minimum preferred** score of 550 with at least 25% on the verbal portion. ~~All scores score s scores must be sent directly from the testing center to the William F. Harrah College of Hospitality Office of Graduate Studies Office Programs (mygradfuture@unlv.edu).~~ **Applicants are required to submit exams scores that have been completed within the last 5-years by the application deadline.**

~~5~~ **4. International Applicants applicants are required to** must submit the results of the TOEFL or IELTS as evidence of English proficiency. ~~Scores Test scores must be less than two years old from the first day of class at the proposed term time of entry application in order to be valid.~~ For more information, visit UNLV English Proficiency (link to ~~unlv-unl-v unlv.edu/graduatecollege/English-proficiency~~). ~~6. A minimum of one year one-year of full-time work experience in a management/supervisory capacity in the hospitality industry, or three years of full-time, front-line experience is preferred.~~ **7** ~~5. A brief essay of approximately~~ **Submit a Statement of Purpose (approximately 500-words words) outlining the applicant's that outlines your** career goals and how ~~the applicant's your hospitality hospitali-ty employment hospitality-employme-nt employment~~ background has prepared ~~the applicant him/her you~~ for ~~this graduate-study-program. study?~~ **8. 6. Two** ~~Submit two~~ letters of ~~recommendation, rec-ommendation~~ **recommendation.** It is highly recommended that one **letter is** from a ~~current or former employer~~ supervisor of an internship experience and one from a college faculty member ~~able to evaluate the applicant's potential for success in a graduate program.~~ If the ~~applicant applica-nt appli-cant~~ applicant has been out of school for a while and is no longer in touch with faculty ~~members membe-rs members~~ **members**, ~~letters from fr-om letter-s letters letter-s~~ **letters from** two employers will suffice. ~~9~~ **7. A current** ~~Submit a resume-with employer references. The resume should clearly clear-ly indicate job titles that outlines internships, places full-time jobs, and dates of employment leadership experiences (i. e. officer in a club/organization, undergraduate research, mentoring programs, and specific job responsibilities volunteer/community service).~~ Resumes should be one ~~or~~ **to two pages.** ~~10~~ **8.** All domestic and international applicants must review and follow the Graduate College Admission and Registration Requirements. ~~Items 6, 7, and 8 above can~~ **All application documents must be submitted to through the William F online application system by the application deadlin-e deadline. Harrah College of Hospitality Graduat e-Graduate Studies Office by** If an applicant has questions about the application process, please email ~~or mail~~ **mygradfuture@unlv.** ~~Recommendation letters must be mailed or emailed directly~~ **edu for assistance** from one of the ~~employer or professor, not forwarded by~~ **staff members in the applicant Hospitality Hospitalit-y Hospitality Office of Graduate Programs. International Applicants** If admission is offered to an international applicant who ~~are~~ **is** requesting F-1 or J-1 visa eligibility ~~documents do-cuments-are~~ **documents is** required to submit **Proof of Funding documentation if admission is offered.** ~~Application Deadline: Refer to the Graduate College website for specific deadlines.~~ Students are accepted into a degree ~~program-progra-m prog-ram-pr-ogram~~ **program** as described in the Graduate Catalog. The faculty and corresponding ~~sub-disciplines sub-discip-lines sub-disciplines~~ **sub-discip lines** and ~~sub-plans sub-plans~~ **sub-plans** within the described programs are subject to change at any time.

Plan Plan-Program Requirements

See ~~Subplan Sub-plan~~ **Subplan Sub-plan** Requirements below. ~~Subplan Sub-plan 1: Thesis-TrackSubplan TrackSub-plan~~ **2: Professional Paper Track**

Subplan Sub-plan 1-Requirements: Thesis Track Requirements

Total Credits Required: 36

Course Requirements

Required Courses – Credits: 15

HOA 705 Financial Analysis for the Service Industries	3
HOA 711 Laws of Innkeeping and Food Service	3
HOA 731 Operational Analysis in Hospitality Management	3
HOA 735 Research Methodology	3
HOA 740 Marketing Systems	3

Supporting Elective Course – Credits: 15

Complete fifteen credits of advisor-approved elective coursework.

Thesis – Credits: 6

HOA 789R Thesis	3 – 6
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Degree Requirements

1. Successfully complete a minimum of 36 graduate-level credit hours, of which no less than 24 are in Hotel Administration. This allows for a variety of supplemental tracks including business and education. At least 27 credits must be at the 700-level. **2.** An oral examination is required of all ~~candidates for the M.S~~ **students completing this track. degree** **3.** Successfully complete ~~supplemental courses as required by any conditional coursework outlined at the time of admission within the first academic advisor, if the student's undergraduate preparation is insufficient year. Generally, no more than six credits of supplementary courses will be required~~ **4.** In consultation with his/her advisor, a student will organize a thesis committee of at least three departmental members. ~~In addition, and~~ **a fourth member from outside the department, known as the Graduate College Representative, must be appointed.** An additional committee member may be added at the student and department's discretion. Please see Graduate College policy for committee appointment guidelines. ~~In addition~~ **5. Students are encouraged to complete an internship during the academic requirements, summer term between their first year and second year in the William-F program. Harrah College of Hospitality requires 500 hours of acceptable employment experience in For students who start during the hospitality industry Spring term, a part-time internship is recommended after completing spring and fall terms. The work**

International students ~~will have to~~ must receive approval ~~to t~~ o be on CPT before starting an internship experience ~~requirement requires~~. All internships must be secure directly by the student ~~to find employment, but and~~ carries no academic credit ~~and may be earned outside Nevada and~~. Some students who did not complete any internships during ~~the summer. This~~ their undergraduate studies or have no prior work experience ~~will be evaluated qualitatively as well as quantitatively, and~~ in the hospitality industry may ~~be waived~~ have a conditional requirement to complete an internship, which was documented at the ~~discretion time~~ of admission into the program ~~coordinator~~. ~~International students must go to the Office of International Students and Scholars to verify employment eligibility.~~

Graduation Requirements

1. The student must submit all required forms to the Graduate College and then apply for graduation up to two semesters prior to completing his/her degree requirements. **2.** The student must submit and successfully defend his/her thesis by the posted deadline. The defense must be advertised and is open to the public. **3.** After the thesis defense, the student must electronically submit a properly formatted pdf copy of their thesis to the Graduate College for format check. Once the thesis format has been approved by the Graduate College, the student will submit the approved electronic version to ProQuest. Deadlines for thesis defenses, format check submissions, and the final ProQuest submission can be found here.

Subplan Sub-plan 2-Requirements: Professional Paper Track Requirements

Total Credits Required: 36

Course Requirements

Required Courses – Credits: 15

HOA 705 Financial Analysis for the Service Industries	3
HOA 711 Laws of Innkeeping and Food Service	3
HOA 731 Operational Analysis in Hospitality Management	3
HOA 735 Research Methodology	3
HOA 740 Marketing Systems	3

Supporting Elective Courses – Credits: 18

Complete eighteen credits of advisor-approved elective coursework.

Professional Paper – Credits: 3

HOA 788R Professional Paper

3

Degree Requirements

1. Successfully complete a minimum of 36 graduate-level credit hours, of which no less than 24 are in Hotel Administration. This allows for a variety of supplemental tracks including business and education. At least 27 credits must be at the 700-level. **2.** An oral ~~examination~~ **presentation of the professional paper** is required of all ~~candidates for the M.S students completing this track.~~ **degree** **3.** Successfully complete ~~supplemental courses as required by any conditional coursework outlined at the time of admission within the first academic advisor, if the student's undergraduate preparation is insufficient year.~~ **Generally, no more than six credits of supplementary courses will be required** **4.** ~~In addition~~ **Students are encouraged to** ~~general academic requirements,~~ **complete an internship during** the ~~William F. Harrah College of Hospitality requires 500 hours of acceptable employment~~ **summer term between their first year and second year** in the **hospitality industry program.** ~~This work experience will be evaluated qualitatively as well as quantitatively. The work experience requirement may be met For students who start during the school year or in summers Spring term, a part-time internship is recommended after completing spring and fall terms.~~ International students ~~must go will have to the Office of International Students and Scholars~~ **must receive approval to verify employment eligibility be on CPT before starting an internship experience.** ~~The work experience requirement requires~~ **All internships must be secure directly by the student to find a paid job but and carries no academic credit and** and carries no **academic credit.** ~~Some students who did not complete any internships during their undergraduate undergraduate undergraduate~~ **undergraduate studies or have no prior work experience in the hospitality industry may** ~~be earned anywhere~~ **have a conditional requirement to complete an internship, which was documented at the time of admission into the program.**

Graduation Requirements

1. The student must submit all required forms to the Graduate College and then apply for graduation up to two semesters prior to completing his/her degree requirements. **2.** The student must successfully complete a professional paper.

Plan Program Plan Graduation Requirements

Refer to your subplan for Graduation Requirements. Subplan 1: Thesis Track Subplan 2: Professional Paper Track