



Application Process & Requirement

Application Deadlines:

Completed applications will continue to be taken and considered up to 3 days prior to the start of the course.

Admissions Requirements:

The School welcomes domestic and international applicants from all different educational and professional backgrounds. Admission is determined on a case by case basis. The School is dedicated to helping students achieve their career goals. Motivation and interest level in hospitality are therefore key criteria's for admission.

A high school diploma or a GED is a minimum requirement for admission. Acceptance is conditional upon receipt of an official high school diploma, GED, or final official high school transcript displaying the date of graduation. The minimum age of enrollment is 18.

*** **Foreign Applicants:** If you are an international student who requires a student visa (M-1) to enter the country, do not fill out this application. You must obtain an International Student Application form available at www.tisoh.com/intl_application.html ***

General Instructions for Application for Admissions:

- Type or print all information on the application
- Refer to the TISOH Catalog for information concerning school policy and procedures. The catalog is available online at www.tisoh.com
- Return your completed application to TISOH with an official high school diploma, an official high school transcript displaying the date of graduation, a GED diploma, or an official GED transcript from the American Council on Education to:

The International School of Hospitality
Admissions & Records
3614 E Sunset Rd, Suite 110
Las Vegas, NV 89120

- To sign up for the financing program, the following forms are required to be submitted to TISOH along with your application. The financing forms are available online at www.tisoh.com/financing.html
 1. Application for Credit
 2. Automatic Payment Program Instructions - *for students who choose to have their bank account automatically debited monthly.*
 3. Credit Card Authorization Form - *for students who choose to have their credit card automatically debited monthly.*
- You will receive an admission decision within 5 business days.

After you have been admitted, you should receive the following documents by email, mail, or fax.

- Enrollment Agreement
- TFC Financing Contract – for students applying for tuition financing plan
- TISOH Installment Plan Agreement – for students applying for the TISOH installment plan
- Textbook list

The following are the final steps to complete the enrollment process. Please note that we are unable to reserve space for you until the following items have been submitted via email, mail, or fax.

- Enrollment Agreement - initial all pages and sign page 3
- Full payment – must be submitted by check, cashier's check, money order, or credit card; or
- For tuition financing – sign the TFC financing contract and return the TFC copy & seller copy along with the down payment. You can also submit the down payment by the following instructions:
 1. go to <http://www.tisoh.com/admissions.html>
 2. click the "Process Balance" button
 3. fill in your contact information
 4. Select the program you want to enroll > Select School Financing payment option > Select to pay the down payment > fill in your credit card information

You will receive an enrollment confirmation email/letter within 3 business days upon completing the enrollment process.



APPLICATION 2010

***Foreign Applicants: Please use the foreign student application form found at www.TISOH.com/intl_application.html**

PERSONAL INFORMATION

Family Name: _____ First Name: _____ Middle Initial: _____

Date of Birth: _____ Sex: Male Female Social Security Number : _____
MM / DD / YYYY

Citizenship: U.S Resident Alien Other _____

Mailing Address: _____
Number and Street City State Zip

Home Number: _____ Mobile: _____ Fax: _____

Email: _____

Ethnic Origin White Hispanic Asian or Pacific Islander
 (check one, voluntary): Black Indian or Alaskan

EMERGENCY CONTACT INFORMATION

Emergency Contact Name: _____ Telephone: _____

Address: _____
Number and Street City State Zip

EDUCATIONAL BACKGROUND

A high school diploma or a GED is required.

	NAME & ADDRESS OF SCHOOL	DATE OF GRADUATION:	DEGREE/ DIPLOMA RECEIVED
High School	Name: Address:		
University/College	Name: Address:		

If you did not graduate from high school, did you obtain a GED? Yes No

PROFESSIONAL BACKGROUND

POSITION	NAME & ADDRESS OF COMPANY	DATES
	Company: Address:	F: T:
	Company: Address:	F: T:
	Company: Address:	F: T:

CLASSROOM PROGRAM SCHEDULE *(Please choose your start dates below)*

- | | |
|---|------------------------------------|
| <input type="checkbox"/> Art of Concierge Certificate Program (10 Weeks):
Tuesdays & Thursdays: 6pm - 8pm
2010 <input type="checkbox"/> Spring: Jan 26 <input type="checkbox"/> Summer: May 18 <input type="checkbox"/> Fall: Sept 14 | Tuition: US \$1,650 [^] * |
| <input type="checkbox"/> Art of Food & Beverage Certificate Program (12 Weeks):
Tuesdays: 6pm - 9pm
2010 <input type="checkbox"/> Spring: Jan 26 <input type="checkbox"/> Summer: May 18 <input type="checkbox"/> Fall: Sept 21 | Tuition: US \$1,650 [^] * |
| <input type="checkbox"/> Conference Management & Event Planning Certificate Program (12 Weeks):
Mondays & Wednesdays: 6pm - 9pm
2010 <input type="checkbox"/> Spring: Jan 25 <input type="checkbox"/> Summer: May 17 <input type="checkbox"/> Fall: Sept 13 | Tuition: US \$2,950 [^] * |
| <input type="checkbox"/> Conference Management & Event Planning Certificate Program (5 Weeks):
Mondays through Fridays: 9am - 12pm
2010 <input type="checkbox"/> Spring: March 15 <input type="checkbox"/> Summer: July 12 <input type="checkbox"/> Fall: Nov 1 | Tuition: US \$2,950 [^] * |
| <input type="checkbox"/> Event Design & Production Certificate Program (12 Weeks):
Thursdays: 6pm - 9:45pm
2010 <input type="checkbox"/> Spring: Jan 28 <input type="checkbox"/> Summer: May 20 <input type="checkbox"/> Fall: Sept 16 | Tuition: US \$1,650 [^] * |
| <input type="checkbox"/> Hospitality Human Resources Certificate Program (5 Weeks):
Mondays through Fridays: 9am-12pm
2010 <input type="checkbox"/> Spring: Feb 1 <input type="checkbox"/> Summer: May 24 <input type="checkbox"/> Fall: Sept 20 | Tuition: US \$1,800 [^] * |
| <input type="checkbox"/> Hospitality Leadership & Supervision Certificate Program (12 Weeks):
Mondays & Wednesdays: 6pm - 9pm
2010 <input type="checkbox"/> Spring: Jan 25 <input type="checkbox"/> Summer: May 17 <input type="checkbox"/> Fall: Sept 13 | Tuition: US \$1,800 [^] * |
| <input type="checkbox"/> Hotel Operations Certificate Program (5 Weeks):
Mondays through Fridays 9am-12pm
2010 <input type="checkbox"/> Spring: March 15 <input type="checkbox"/> Summer: July 12 <input type="checkbox"/> Fall: Nov 1 | Tuition: US \$2,950 [^] * |
| <input type="checkbox"/> Meeting & Event Catering Certificate Program (12 Weeks):
Tuesdays 6-9:45pm
2010 <input type="checkbox"/> Spring: Jan 26 <input type="checkbox"/> Summer: May 18 <input type="checkbox"/> Fall: Sept 21 | Tuition: US \$1,650 [^] * |
| <input type="checkbox"/> Wedding Coordination & Design Certificate Program (12 Weeks):
Mondays & Wednesdays 6-9pm
2010 <input type="checkbox"/> Spring: Jan 25 <input type="checkbox"/> Summer: May 17 <input type="checkbox"/> Fall: Sept 13 | Tuition: US \$2,950 [^] * |
| <input type="checkbox"/> Wedding Coordination & Design Certificate Program (5 Weeks):
Mondays through Fridays 9am-12pm
2010 <input type="checkbox"/> Spring: March 15 <input type="checkbox"/> Summer: July 12 <input type="checkbox"/> Fall: Nov 1 | Tuition: US \$2,950 [^] * |

[^] \$30 application fee and \$90 technology fee required in addition to classroom program tuition.

* TISOH reserves the right to make changes to any program if influenced by factors beyond its control.

CLASSROOM DIPLOMA PROGRAM

- | | | |
|--------------------------|---|------------------------------------|
| <input type="checkbox"/> | Diploma in Hotel Operations | Tuition: US \$9,450 [^] * |
| | - Art of Concierge | |
| | - Conference Management & Event Planning | |
| | - Hotel Operations | |
| | - Wedding Coordination & Design | |
|
 | | |
| <input type="checkbox"/> | Executive Diploma in Hospitality Operations - Conference Emphasis | Tuition: US \$6,970 [^] * |
| | - Conference Management & Event Planning | |
| | - Meeting & Event Catering or | |
| | Art of Food & Beverage | |
| | - Hospitality Human Resources | |
| | - Hospitality Leadership & Supervision | |
|
 | | |
| <input type="checkbox"/> | Executive Diploma in Hospitality Operations - Event Emphasis | Tuition: US \$6,970 [^] * |
| | - Conference Management & Event Planning | |
| | - Event Design & Production | |
| | - Hospitality Human Resources | |
| | - Hospitality Leadership & Supervision | |
|
 | | |
| <input type="checkbox"/> | Executive Diploma in Hospitality Operations - Hotel Emphasis | Tuition: US \$6,970 [^] * |
| | - Hotel Operations | |
| | - Art of Concierge | |
| | - Hospitality Human Resources | |
| | - Hospitality Leadership & Supervision | |
|
 | | |
| <input type="checkbox"/> | Executive Diploma in Hospitality Operations - Hotel Emphasis | Tuition: US \$6,970 [^] * |
| | - Wedding Coordination & Design | |
| | - Meeting & Event Catering | |
| | - Hospitality Human Resources | |
| | - Hospitality Leadership & Supervision | |

[^] \$30 application fee and \$90 technology fee required in addition to classroom program tuition.

* TISOH reserves the right to make changes to any program if influenced by factors beyond its control.

Year & Term for Which You Plan to Enroll in the Classroom Diploma Program:

- 2010 Spring
 2010 Summer
 2010 Fall

NOTE: Executive Diploma applicants enroll for the program by indicating the semester they wish to begin their studies. Upon enrollment, a counselor will be in touch to create a customized schedule. All courses are available in class as well as online. Students may mix and match to fit their needs. Normal length for completion is approx. 6 months.

ONLINE PROGRAMS

(Rolling Admissions: Enroll anytime during the year, courses start when enrollment processes are completed.)

- | | |
|--|-----------------------|
| <input type="checkbox"/> Art of Concierge Online Certificate Program | Tuition: US \$1,650^* |
| <input type="checkbox"/> Art of Food & Beverage Online Certificate Program | Tuition: US \$1,650^* |
| <input type="checkbox"/> Conference Management & Event Planning Online Certificate Program | Tuition: US \$2,950^* |
| <input type="checkbox"/> Event Design & Production Online Certificate Program | Tuition: US \$1,650^* |
| <input type="checkbox"/> Hospitality Human Resources Online Certificate Program | Tuition: US \$1,800^* |
| <input type="checkbox"/> Hospitality Leadership & Supervision Online Certificate Program | Tuition: US \$1,800^* |
| <input type="checkbox"/> Hotel Operations Online Certificate Program | Tuition: US \$2,950^* |
| <input type="checkbox"/> Meeting & Event Catering Online Certificate Program | Tuition: US \$1,650^* |
| <input type="checkbox"/> Wedding Coordination & Design Online Certificate Program | Tuition: US \$2,950^* |
| | |
| <input type="checkbox"/> Diploma in Hotel Operations | Tuition: US \$9,450^* |
| - Art of Concierge | |
| - Conference Management & Event Planning | |
| - Hotel Operations | |
| - Wedding Coordination & Design | |
| | |
| <input type="checkbox"/> Executive Diploma in Hospitality Operations - Conference Emphasis | Tuition: US \$6,970^* |
| - Conference Management & Event Planning | |
| - Meeting & Event Catering or
Art of Food & Beverage | |
| - Hospitality Human Resources | |
| - Hospitality Leadership & Supervision | |
| | |
| <input type="checkbox"/> Executive Diploma in Hospitality Operations - Event Emphasis | Tuition: US \$6,970^* |
| - Conference Management & Event Planning | |
| - Event Design & Production | |
| - Hospitality Human Resources | |
| - Hospitality Leadership & Supervision | |
| | |
| <input type="checkbox"/> Executive Diploma in Hospitality Operations - Hotel Emphasis | Tuition: US \$6,970^* |
| - Hotel Operations | |
| - Art of Concierge | |
| - Hospitality Human Resources | |
| - Hospitality Leadership & Supervision | |
| | |
| <input type="checkbox"/> Executive Diploma in Hospitality Operations - Hotel Emphasis | Tuition: US \$6,970^* |
| - Wedding Coordination & Design | |
| - Meeting & Event Catering | |
| - Hospitality Human Resources | |
| - Hospitality Leadership & Supervision | |

**Date in which you plan to enroll
in the Online Program:** _____

^ \$30 application fee and \$90 technology fee required in addition to online program tuition.

* TISOH reserves the right to make changes to the online program if influenced by factors beyond its control.

NOTE: Executive Diploma applicants enroll for the program by indicating the semester they wish to begin their studies. Upon enrollment, a counselor will be in touch to create a customized schedule. All courses are available in class as well as online. Students may mix and match to fit their needs. Normal length for completion is approx. 6 months.

STUDENT HOUSING

- Yes, please send me housing information.
- No, I do not require housing assistance.

APPLICATION FEE PAYMENT OPTIONS

A \$30 application fee must accompany application (one-time).

- Check / Cashier's Check / Money Order enclosed or
- Please charge \$30 on the following credit card
 - MasterCard Visa American Express Discover

Card Number: _____ - _____ - _____ Expiration Date: (Month and Year) ____ / ____

Name as it Appears on the Credit Card (Print): _____

Cardholder's Signature: _____ Date: _____

TUITION FEE PAYMENT OPTIONS

Payment in Full

Tuition: _____ + Technology Fee \$90 = _____

Or

TISOH Installment Plan - 0% interest installment payment plan offered on a case-by-case basis. Typically, students will be allowed to pay in equal installments based on the duration of their program. The payment commitment must be completed at the end of the program.

Or

TFC Financing Plan – offers multiple options tailored to the student's needs. Credit decisions are based on a needs-blind admission to the School, credit application information, the amount of upfront payment and the availability of a co-signer. **Financing is available for US residents only. Please visit www.tisoh.com/financing.html for more information.**

Down Payment Only

Down Payment:	<input type="checkbox"/>	Certificate Program	=	\$ 300
	<input type="checkbox"/>	Executive Diploma in Hospitality Operations	=	\$ 600
	<input type="checkbox"/>	Diploma in Hotel Operations	=	\$ 900

- Check / Cashier's Check / Money Order enclosed or
- Please charge the above amount on the following credit card
 - MasterCard Visa American Express Discover

Card Number: _____ - _____ - _____ Expiration Date: (Month and Year) ____ / ____

Name as it Appears on the Credit Card (Print): _____

Cardholder's Signature: _____ Date: _____

**** Your payment will be processed upon confirmation of acceptance****

SIGNATURE

I certify that all information on this application is true and correct.

Applicant's Signature: _____ Date: _____

All applicants must submit the following:

- Completed and signed application form
- A copy of high school diploma or GED
- One-time US\$30 non-refundable application fee

Please let us know how you heard of TISOH : _____