

## Bridging Courses for Postgraduate Programmes

### A. General Guidelines

Courses to be considered for bridging courses should be at the same or higher level of the programme that the students are enrolled in at IFTM. The courses should fall into any of the following categories:

1. Pre-approved courses by Academic Council (Part B of the Appendix);
2. Courses in any delivery mode relevant to IFTM's programme areas, offered by IFTM or other higher education institutions;
3. Online courses relevant to IFTM's programme areas, offered by reputable entities, e.g. Edx ([www.edx.org](http://www.edx.org)) and FutureLearn ([www.futurelearn.com](http://www.futurelearn.com));
4. Academic qualifications relevant to IFTM's programme areas awarded by reputable entities (e.g. LCCI).

### B. Pre-approved Course List

#### B1. Courses Offered by Macao Institute for Tourism Studies

IFTM courses listed below can be considered as bridging courses.

Course name
Introduction to Cultural and Heritage Management
Intangible Heritage
Principles of Conservation
Cultural Tourism Planning and Development
Best Practices in Heritage Management
Cultural Mapping
Museum Management and Curatorship
Introduction to Events Industry
Event Planning and Coordination
Hotel Management
Seminar in Tourism and Hospitality
Food and Beverage Cost Control
Strategic Management
Service Quality Management
Introduction to Tourism

#### B2. Courses Offered by Other Higher Education Institutions

Courses relevant to IFTM's programme areas, offered by other higher education institutions, will be reviewed on a case-by-case basis by the Coordinator for Postgraduate Programmes who can invite concerned faculty members to review if necessary. The APPP shall give the final endorsement. Course outlines, including the number of credits/ECTS, course descriptions, course topics, learning objectives/outcomes, assessment criteria, etc., are required. Confirmation is normally provided within 10 working days upon receiving students' applications for approval.

### B3. MOOCs (Massive Open Online Courses)

IFTM provides the video lessons of the following course on a paid basis. Students can complete the courses by watching the video and passing the assessment.

Course name
Introduction to Tourism

In addition, a number of online courses are available via Edx ([www.edx.org](http://www.edx.org)) and FutureLearn ([www.futurelearn.com](http://www.futurelearn.com)) platforms. Students should choose the paid option in order to get assessment and certificate from the provider.

The following courses are pre-approved and shortlisted for student's quick reference.

1. Sustainable Tourism: Society & Environmental Aspects by Wageningen University and Research;
2. China's Role in Global Tourism Development & Tourism Policy and Planning by Nankai University (need to complete both to meet the requirement).

Courses offered by other MOOC platforms relevant to IFTM's programme areas will be reviewed on a case-by-case basis by the Coordinator for Postgraduate Programmes who can invite concerned faculty members to review if necessary. The APPP shall give the final endorsement.

## C. Pre-approval and Approval Procedures

### C1. Pre-approval procedure

- a) Courses endorsed by APPP will be approved by the School Directors (in the absence of the School Directors, the IFTM Vice-President (Academic Affairs) will execute this role). Once approved, the endorsed courses will be added to the pre-approved list.
- b) To accommodate different curriculums and education systems, a 10% flexibility on contact hours, with respect to IFTM standards, can be allowed (e.g.: 45 hours x 90% = 40 hours).

### C2. Approval procedure

- a) A certificate or transcript showing successful completion (a passing grade or equivalent) has to be presented by the students to IFTM for verification.
- b) Based on the pre-approved list, IFTM handles the application and the outstanding admission record is cleared.