

Instructor Certification Standards for Legacy Hospitality Academy:

a/o 2-15-2016

These standards are similar to average state teaching standards and are aimed at insuring that LHA faculty has adequate general & specialized Hospitality experience/knowledge; English proficiency & basic skills competence; and adequate teacher skills. But, they are intentionally meant not to be so restrictive that any number of very talented professionals would be prevented from sharing their knowledge gained through years of practice in the industry. New instructors, at the sole discretion of LHA, can be permitted to instruct on an interim basis, for up to 1 year, prior to achieving full instructor certification.

Experience:

- A. 4 years (8,000 hours) employment, verified, in a position directly related to the courses to be taught, or
- B. 6 years (12,000 hours) self-employment (verified by tax returns, tax preparer or CPA, proof of continuous insurance &/or mercantile or professional licenses, or other means acceptable to LHA) in the area of hospitality management or a specialized hospitality field acceptable to LHA (ie: a former caterer may teach culinary or F&B operations or food server courses; a former tavern owner may teach bar management or bartender/mixology courses; etc), AND
- C. Experience must be ongoing or have ended within 5 years of date of application for instructor approval

Skills (Math, Reading, Writing & Communication); and Teacher Certification or Competence Assessment

- A. English must be the applicant's primary language or they must have passed an ESL course acceptable to LHA; AND
- B. Possess Teacher Certification from a US Accredited College or University, w/ major/minor in hospitality/tourism; OR
- C1. Pass the ALISON Diploma Courses:*** Teaching Skills for Educators; & Teaching Psychology for Educators; AND
- C2. Pass the NOCTI assessment: #1125 - Education & Training (also confirms instructor's basic math, reading, writing skills)
- D. Instructors of AHLEI, AHA or ServSafe courses must have personally been certificated in the same course(s) by a 3rd party instructor. AHAcourse instructors must also have AHA Online Educator Certification.
- E. Desirable, but not mandatory: Certified Hosp. Educator (or other AHLEI) certification, even CHDT, Cert. Hosp. Dept. Trainer

General Hospitality Knowledge:

- A. Instructor must have hotel manager or high level administrator experience (position acceptable to LHA); OR
- B. Be a CHA (Certified Hospitality Administrator); OR
- C1. Obtain an ALISON Advanced Diploma in Hospitality & Tourism or Hospitality Mgt. (***) AND
- C2. Pass the NOCTI assessment test: Hospitality Mgt - Lodging (#5927), unless waived by LHA for special circumstances

*****NOTES:** College Degrees for Instructors: LHA considers personal experience to rank equally with academic studies. (*Various hospitality certifying agencies have the same opinion as evidenced by their own insistence upon such experience, in addition to formal course(s)/testing, as a prerequisite for certification.*) In that regard, LHA does not require that instructors have an academic degree in Education or Hospitality/Tourism, but a bachelor's degree of some sort is advisable. Do take note that some instruction...ie: full-credit CTH courses...may be require a bachelor's degree, though the instructor's major may be unimportant.

General vs Specific Hospitality Experience & Instructor Education Resources: Because LHA recognizes the importance of general, as well as specific, hospitality knowledge & experience, LHA reserves the right, in a manner of its own choosing, to determine that each potential instructor has that general knowledge/experience. If, in the sole judgment of LHA, a potential instructor candidate does not have meet the general hospitality &/or instructor knowledge/experience requisites, LHA may require the instructor's satisfactory completion of the following ALISON Diploma courses, as well as passing the NOCTI assessments mentioned above:

Diploma in Hospitality Mgt. OR completion of these ALISON courses:

Intro to Hosp. Mgt; Operations; & Specialty Course(s) like: 1: Hospitality Operations; 2: F&B & Food Safety; 3: Hosp. Marketing & Promotion, & Hosp. Retail Sales; 4: AHLEI Certificate in Hosp. Accounting; 5: Coursera certificate in revenue mgt; etc.

Diploma in Teaching Skills for Educators, or satisfactory completion of ALL of the following ALISON courses:

Introduction to the Learning Process for Teachers & Trainers;

Effective Communication Techniques for Teachers;

Motivating Students to Learn,

Instructional Planning for Successful Teaching

Diploma in Teaching Psychology for Educators, or satisfactory completion of specific ALISON educational psychology courses .

It is also recognized that certain third-party hospitality certifications/memberships may have requirements that exceed those of LHA. For example, some Les Clefs d'Or d'USA requires 5 years of hotel employment, & 3 years of experience as a concierge, for its certified concierge award. And, as mentioned, the requirements to teach CTH full credit courses may exceed those that LHA sets for the instruction of its own course creations. Thus, LHA reserves the right to demand that particular instructors, of certain courses, meet those more stringent requirements and have whatever third-party certification(s) &/or membership(s) are appropriate in order for them to be eligible to instruct for LHA in that particular course/discipline.

LEGACY HOSPITALITY ACADEMY



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