

## Application Process & Requirement

### Application Deadlines:

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

### Admissions Requirements:

Admission is open to all individuals who have earned a high school diploma from an approved or accredited high school or a GED recipient. An official high school transcript displaying the date of graduation is a required submission. The required age of TISOH students for admission consideration is 18 years and older. The school does reserve the right to deny admission to applicants who are deemed to not have the minimum academic ability to successfully complete course requirements or who may put the school, its employees or students at risk or if it appears that this action is in the best interest of the applicant and/or the school.

**\*\*\* 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.tiso.com/admission/intl-students/](http://www.tiso.com/admission/intl-students/) \*\*\*

### General Instructions for Application for Admissions:

Prospective students are advised to meet in person or by phone with a school counselor prior to enrollment. If possible but not required, TISOH recommends prospective students to visit the school to familiarize themselves with the location and facility, as well as to learn more about the program curriculums and learning experience.

1. Complete the TISOH application form online or in paper form and submit 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 Road, Suite 110, Las Vegas, NV 89120

Applications may be submitted online, in person, by mail, by fax, or by email. Prospective students will receive notification of admission decision within five business days.

2. For students who opt for the financing program, the following forms are required to be submitted:
  - A. Application for Credit
  - B. Automatic Payment Program Instructions - for students who choose to have their bank account automatically debited monthly.
  - C. Credit Card Authorization Form - for students who choose to have their credit card automatically debited monthly.

For students who opt for the installment plan, contact Admissions to get your personalized payment schedule for review.

3. Prospective students are requested to review the provided school Catalog, which details TISOH's academic policies and procedures. The catalog is available online at the school website.
4. Once accepted, incoming students will receive an enrollment agreement detailing the school's policies on academic standing, attendance, grading, grievance, etc. Students are to read, acknowledge and initial each page as symbol of agreement to the school policies. Once initialed and returned to TISOH, an enrollment confirmation will be sent to the student within three business days.
5. Students will receive a textbook list for the course, outlining required and optional titles. Students may purchase textbooks directly from the school or from other outlets.
6. Payment and financing arrangements will be finalized at this stage of enrollment. Students who are applying for the financing plan will receive a TFC financing contract.



## Application Form Fall 2019 – Summer 2020

Please let us know how you heard of TISOH: \_\_\_\_\_

This form can also be completed online at: [www.tisoh.edu](http://www.tisoh.edu)

Personal Information		
Family Name	First Name	Middle Initial
Date of Birth <div style="text-align: center; border-bottom: 1px solid black; width: 150px; margin: 0 auto; margin-bottom: 5px;"></div> <small>(MM/DD/YYYY)</small>	Social Security #	Sex
Mailing Address		
Telephone Numbers  Home:  Mobile:	Email Address  M Life Insider (Must provide MGM employee verification)  Yes / No	
Citizenship  <input type="checkbox"/> U.S <input type="checkbox"/> Resident Alien  <input type="checkbox"/> Other _____	Ethnic Origin (voluntary)  <input type="checkbox"/> White <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian or Pacific Islander  <input type="checkbox"/> Black <input type="checkbox"/> Indian or Alaskan	
Emergency Contact Information		
Emergency Contact Name	Telephone Number	Relationship
Address		
Educational Background – A high school diploma or a GED is required		
High School	Date of Graduation	
Address		
If you did not graduate from high school, did you obtain a GED? <input type="checkbox"/> Yes <input type="checkbox"/> No		
University/College	Date of Graduation	
Address	Degree/Diploma Received	
Professional Background		
1) Company Name	Dates Employed	
Position	From:  To:	
2) Company Name	Dates Employed	
Position	From:  To:	

**Certificate Programs - Please choose your start dates below**

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

**Department of Catering****Art of Food & Beverage Certificate**

Tuition: US \$1,650^

 12 Weeks – 6pm to 9:45pm on Mon 2019 Fall 2020 Spring 2020 Summer**Meeting & Event Catering Certificate**

Tuition: US \$1,650^

 12 Weeks – 6pm to 7:50pm Tu & Th 2019 Fall 2020 Spring 2020 Summer Online**Department of Conferences & Events****Conference Management & Event Planning Certificate**

Tuition: US \$3,300^

 12 Weeks - 6pm to 9pm on Mon & Wed 5 Weeks - 9am to 12pm on Mon to Fri 2019 Fall 2020 Spring 2020 Summer Online**Hospitality Externship\***

Tuition: US \$550^

 Online 2019 Fall 2020 Spring 2020 Summer**Event Design & Production Certificate**

Tuition: US \$1,650^

 12 Weeks – 6pm to 7:50pm Tues & Thurs 2019 Fall 2020 Spring 2020 Summer Online**Exhibition and Tradeshow Management Certificate**

Tuition: US \$1,650^

 12 Weeks – 6pm to 9:45pm Wed 2019 Fall 2020 Spring 2020 Summer Online**Department of Hotel Management****Art of Concierge Certificate**

Tuition: US \$1,650^

 10 Weeks – 6pm to 7:50pm Tue & Thurs 2019 Fall 2020 Spring 2020 Summer Online**Hospitality Externship\***

Tuition: US \$550^

 Online 2019 Fall 2020 Spring 2020 Summer**Hospitality Human Resources Certificate**

Tuition: US \$2,250^

 12 Weeks - 6pm to 9pm on Mon & Wed 2019 Fall 2020 Spring 2020 Summer Online**Hospitality Leadership & Management Certificate**

Tuition: US \$2,250^

 12 Weeks - 6pm to 9pm on Mon & Wed 2019 Fall 2020 Spring 2020 Summer Online**Hospitality Marketing & Sales Certificate**

Tuition: US \$1,650^

 12 Weeks – 6pm to 7:50pm on Tue & Thurs 2019 Fall 2020 Spring 2020 Summer Online**Hospitality Revenue Management & Analytics Certificate**

Tuition: US \$1,650^

 12 Weeks – 6pm to 9:45pm on Tue 2019 Fall 2020 Spring 2020 Summer Online**Hotel Operations Certificate**

Tuition: US \$3,300^

 12 Weeks - 6pm to 9pm on Mon & Wed 2019 Fall 2020 Spring 2020 Summer Online**Hospitality Externship\***

Tuition: US \$550^

 Online 2019 Fall 2020 Spring 2020 Summer**Professional Presence in Hospitality Certificate**

Tuition: US \$1,650^

 12 Weeks - 6pm to 7:50pm on Tue & Thurs 2019 Fall 2020 Spring 2020 Summer Online

## Department of Wedding

### Wedding Coordination & Design Certificate

Tuition: US \$3,330<sup>^</sup>

12 Weeks - 6pm to 9pm on Mon & Wed

2019 Fall

2020 Spring

2020 Summer

Online

### Hospitality Externship\*

Tuition: US \$550<sup>^</sup>

Online

2019 Fall

2020 Spring

2020 Summer

### Diploma Programs - Please choose your start dates below

<sup>^</sup> \$30 application fee and \$90 technology fee required in addition to classroom program tuition.

#### NOTE:

Executive Diploma/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 3 semesters for the Diploma in Hospitality Operations and 2 semesters for the Executive Diploma in Hospitality Operations.

### Diploma in Hospitality Operations

Tuition: US \$8,250<sup>^</sup>

- Hospitality Today
- Hospitality Supervision
- Hospitality Marketing & Sales
- Professional Presence
- Hospitality Externship

Classroom\*\*  Online\*\*

2019 Fall

2020 Spring

2020 Summer

Please select one area of interest

- Hotel Operations
- Conference Management & Event Planning
- Wedding Coordination & Design

Please select an additional area of interest

- Art of Concierge
- Event Design & Production
- Meeting & Event Catering

### Executive Diploma in Hospitality Operations

Tuition: US \$7,875<sup>^</sup>

- Hospitality Human Resources
- Hospitality Leadership & Management
- Hospitality Marketing & Sales
- Hospitality Revenue Management & Analytics
- Hospitality Colloquia

Classroom\*\*  Online\*\*

2019 Fall

2020 Spring

2020 Summer

\*Students in these Certificate programs: Conference Management & Event Planning (CMEP), Hotel Operations (HOC) or Wedding Coordination & Design (WCD), may enroll. Graduates (TISOH alumni) of these Certificate programs or any TISOH Diploma, may also enroll. The Hospitality Externship is automatically included in the Diploma in Hospitality Operations program.

\*\*Students may mix and match between classroom and online courses to meet their specific needs. Click the mode of instruction that will be predominant.

### Student Housing

Yes, please send me housing information.

No, I do not require housing assistance.

**Application Fee Payment Options - A one-time \$30 application fee must accompany application**

Check / Cashier's Check / Money Order enclosed

Please charge \$30 on the following credit card:

MasterCard  Visa  American Express  Discover

Card #: \_\_\_\_\_

Expiration Date (MM/YYYY): \_\_\_\_\_ Security Code: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

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

**Tuition Fee Payment Options**

**Payment in Full**

Tuition	\$
+ Technology Fee	\$ 90
= Total	\$

**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.

Number of Installments:

- 3 Installments
- 6 Installments
- 7 Installments (Only available for Exec. Diploma)
- 11 Installments (Only available for Diploma)

**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.**

Preferred Down Payment: \_\_\_\_\_

Or

Minimum Down Payment:

- Certificate \$ 300
- Exec. Diploma \$ 600
- Diploma \$ 900

**Payment Options - Your payment will be processed upon confirmation of acceptance**

Check / Cashier's Check / Money Order enclosed

Please charge the above Full Payment / Down Payment amount on the following credit card

MasterCard  Visa  American Express  Discover

Card #: \_\_\_\_\_

Expiration Date (MM/YYYY): \_\_\_\_\_ Security Code: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

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

**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
- For M Life Insiders only, copy of MGM employment verification

