

PLAN
FIELD TRIP AND PROFESSIONAL
TRAINING
AT SHERATON CAN THO HOTEL

*Based on the educational objectives of Nam Can Tho University;
Based on the plan for organizing hotel tours and basic professional training for students in
Quarter 2 and Quarter 3 by Sheraton Can Tho Hotel;*

*Based on the actual teaching and learning situation of the Faculty of Tourism and
Hospitality Management;*

*The Faculty of Tourism and Hospitality Management hereby develops a plan for the
site visit and professional training for students, specifically as follows:*

1. PURPOSE AND REQUIREMENTS

1.1. Purpose

To maintain a long-term cooperative relationship with Sheraton Can Tho in the areas
of training, student internships, and workforce development.

To provide students with opportunities to experience real-world environments,
reinforce theoretical knowledge acquired at university, and connect learning with actual
work practices in businesses.

To help students develop professional skills, work ethics, expertise, and soft skills;
foster creativity and responsibility; and offer them a chance to demonstrate their
competencies to future employers.

1.2. Requirements

Follow the visit schedule and timing strictly and completely.

Comply with the regulations of both the hotel and the university.

Wear tidy, uniform attire (DNC shirt).

Do not tour independently; students must follow instructions from the lecturer and
Sheraton Can Tho staff.

Actively participate in all activities during the program, bring notebooks and pens for
taking notes, and prepare questions for discussion with the enterprise.

2. CONTENT

2.1. Participants

The visit and training program involves 30 students from the Faculty of Tourism and
Hospitality Management.

2.2. Time: Friday, November 22, 2024

Program schedule:

Welcome session (10 minutes)

Introduction to Marriott Group and Sheraton Can Tho (20 minutes)

Hotel tour (rooms, swimming pool, etc.) (15 minutes)

Professional training activities (15 minutes of guidance, 30 minutes of practice)

2.3. Venue:

Sheraton Can Tho Hotel

Address: 209, 30 Thang 4 Street, Xuan Khanh Ward, Ninh Kieu District, Can Tho City

3. IMPLEMENTATION

3.1. Funding

Sheraton Can Tho will sponsor the activities within the program scope. Students will cover their own travel and other incidental expenses.

3.2. Responsibilities

Faculty escort: MSc. Ho Thi Minh Ha – Lecturer, Department of Hospitality Management

Media support: DNC Studio will support with personnel for filming and reporting.

This is the plan for the site visit and professional training at Sheraton Can Tho. Kindly submit to the Board of Rectors, Academic Affairs Office, and the Administration and Organization Office for review and approval.

Sincerely.

**BOARD OF
RECTORS**

**DEPARTMENT OF
ADMINISTRATION
AND
ORGANIZATION**

**ACADEMIC AFFAIRS
OFFICE**

**FACULTY OF
TOURISM**