Confederation of Tourism and Hospitality (CTH)

Diploma in Travel Agency Management

Examination Timetable

21-25 September 2009

PLEASE NOTE: Exams take place at **International Students House (ISH), Parliament House (PH) or Conway Hall (*maps attached*)**. Candidates should assemble at the exam venue at least **15 minutes before** the exam starts. You must bring along your WLC and CTH **student cards**.

Exam paper	Date	Start time	Venue	Duration
Travel Geography (DTM102)	Monday 21 September	9.30 am	ISH	2 ½ hours
Finance for the Travel Industry (DTM192)	Monday 21 September	1.30 pm	ISH	2 ½ hours
VA Fares & Ticketing Level 1 (VA1)	Tuesday 22 September	9.30 am	Conway Hall	2½ hours
VA Fares & Ticketing Level 2 (VA2)	Tuesday 22 September	1.30 pm	Conway Hall	3 hours
The Tourism Industry (DTM112)	Wednesday 23 September	9.30 am	ISH	2 ½ hours
Galileo–Computing Reservation Systems (GAL PRO)	Wednesday 23 September	1.30 pm	PH	1 ½ hours
Travel Agency and Tour Guide Operations (DTM132)	Thursday 24 September	9.30 am	ISH	2 ½ hours
Introduction to Business Operations (DTM172)	Thursday 24 September	1.30 pm	ISH	2 ½ hours
Marketing (DTM182)	Friday 25 September	9.30 am	ISH	2 ½ hours
Business Computing (DTM122)	Friday 25 September	1.30 pm	PH	2 ½ hours

BRIEF SUMMARY OF EXAMINATION REGULATIONS

(The complete set of regulations can be viewed upon request)

✓ ALLOWED

- ✓ Pens (black or blue ink only)
- ✓ Pencils (for graphs or diagrams only)
- ✓ Ruler
- ✓ Eraser (but not Tippex)
- ✓ Pencil sharpener
- ✓ Calculator (subject to inspection)

× NOT ALLOWED

- × Mobile phones, PDAs, MP3 players etc.
- × Bags must be left at the back of the examination room
- × Food or drink, except for a small bottle of still water
- × Books, notes or paper

DURING THE EXAM…

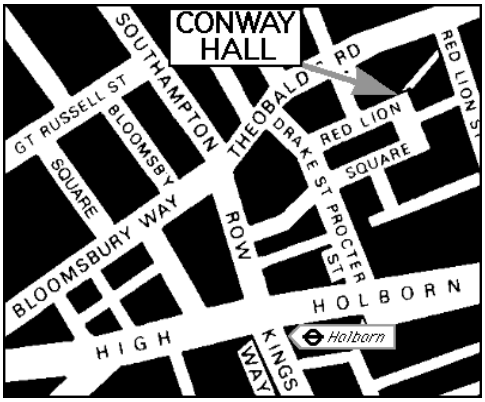
- There must be no talking or communication between candidates
- Borrowing of stationery from other candidates is not permitted
- If you wish to ask a question, raise your hand and wait for an invigilator to come to you
- Answer books and relevant stationery will be provided
- Candidates may not leave the room in the first 30 or the last 15 minutes
- The invigilator reserves the right to refuse admission to anyone who arrives late without prior arrangement
- Anyone behaving in a disruptive or abusive manner will be asked to leave the examination room

If you have any questions about this timetable, or the exam, please contact the Examinations Officer or Student Services as soon as possible.

International Students' House
229 Great Portland Street
London
W1W 5PN

Tel: 020 7631 8300

Getting to Conway Hall



Conway Hall

25 Red Lion Square

London WC1R 4RL

tel 020 7242 8032

www.conwayhall.org.uk

Underground

Nearest station is **Holborn** (Central and Piccadilly lines) approx 3 min walk. Also within reasonable walking distance are Chancery Lane and Russell Square. London Underground Infoline: 020 7222 1234.

Buses

The following buses pass through or near Holborn stopping just a few minutes walk to the Hall:

- from Oxford Street: 8, 25, 55; 98 (terminates in Red Lion Square)
- from Euston Station: 59, 68, 91, 188
- from Waterloo Station: 1, 59, 68, 188, 521, 243
- from Victoria: 38 (Theobalds Rd, rear side of Hall)

London Buses Infoline: 020 7222 1234

British Rail

Excellent connections via numerous bus routes from most central London main line stations. British Rail Infoline: 0845 748 4950.

Parking

There is metered parking available in Red Lion Square and adjacent streets, unrestricted weekdays after 6.30 p.m., Saturdays after 1.30 p.m. and Sundays all day. Please note some parking areas are for "Residents Only" and other local restrictions. For info ring LB Camden 020 7278 4444.