



P@P CAREER GUIDANCE

Proposal for Visa and Flight Ticketing Course

Management Students

1. Introduction

In the current globalized environment, the travel and tourism industry is one of the fastest-growing sectors, with increasing demand for skilled professionals in **visa processing, travel documentation, and flight ticketing operations**.

Management students with knowledge in these areas can explore a wide range of career opportunities in **travel agencies, airlines, corporate travel departments, visa consultancy firms, and international education sectors**.

To equip our students with **industry-relevant practical skills**, we propose to conduct a **Visa and Flight Ticketing Training Program**.

2. Objectives of the Program

- To provide **practical knowledge** of visa documentation and application procedures for different countries.
- To familiarize students with **flight ticketing systems**, airline terminologies, and PNR generation.
- To train students in **customer handling, travel itinerary planning, and global distribution systems (GDS)**.
- To enhance **employability** in travel, tourism, and international business sectors.
- To prepare students for **career opportunities in airlines, visa agencies, and corporate travel companies**.



P@P CAREER GUIDANCE

4. Course Content (Modules)

Module	Topic	Key Learning Outcomes
1	Introduction to Travel & Tourism Industry	Overview of industry structure, roles, and opportunities
2	Passport & Visa Basics	Types of visas, application process, required documents, country-wise procedures
3	Airline Terminology & Travel Geography	Airport codes, time zones, airline codes, IATA city codes
4	Flight Ticketing & Reservation	Manual ticketing process, PNR creation, fare calculation, cancellation rules
6	Practical Visa Application	Case studies on Schengen, US, UK, Canada, UAE visas
7	Customer Service & Documentation	Handling client queries, preparing itineraries, document verification
8	Career Guidance & Placement Support	Resume building, mock interviews, connecting with travel agencies & visa consultants

6. Mode of Delivery



P@P CAREER GUIDANCE

- **Offline / Online / Hybrid** options
 - Industry experts, certified trainers, and experienced visa consultants as resource persons
 - Hands-on practice through **case studies and live demos**
-

7. Assessment & Certification

- **Continuous assessment** through assignments and practicals
 - **Final evaluation** through a project or mock ticketing & visa file preparation
 - **Certificate of Completion** will be issued jointly by the **Institution and Training Partner** (Can also be aligned with **IATA Foundation Level** or recognized travel & tourism bodies)
-

8. Expected Outcomes

- Students will gain **practical job-ready skills** in visa and ticketing operations.
- Enhanced **placement opportunities** in airlines, visa agencies, travel companies, study abroad consultancies, and hospitality firms.
- Creation of **entrepreneurial opportunities** for students to start their own travel & ticketing businesses.



P@P CAREER GUIDANCE

- Increased **institutional reputation** as a center for skill-based management education.
-

9. Resource Requirements

- Smart classroom or lab with internet connectivity
- Projector and audio-visual aids
- Access to demo GDS software

12. Conclusion

This course aims to **bridge the gap between academic learning and industry expectations**, equipping management students with **practical travel operations skills**. By introducing this training program, the institution can provide **an additional career pathway** and enhance the **global employability** of its students.