CONFEDERATION OF TOURISM & HOSPITALITY

CTH LEVEL 3 CERTIFICATE IN VA FARES AND TICKETING

(OFQUAL - 601/4451/8)

QUALIFICATION SPECIFICATION

MARCH 2017

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INTRODUCTION

The purpose of this document is to explain the aims, structure, and content of the CTH Level 3 Certificate in VA Fares and Ticketing.

This document includes the learning outcomes, assessment criteria and indicative content for each unit. In this document, there is guidance relating to learning, teaching and assessment strategies for these qualifications and an explanation of the assessment quality assurance processes.

Aims of the qualification

The aims are to provide a qualification that:

- provides for an effective academic progression route;
- enables students to gain credit towards higher education;
- enables students to develop higher level academic skills that can be applied in a vocational context.

Entry requirements

Students need to have completed a Level 2 in Fares and Ticketing.

CTH accredited centres will assess all applicants to ensure they are able to meet the demands of the course.

Qualification structure (rules of combination)

This vocational qualification is approved by Ofqual and is included on the Register of Regulated Qualifications.

The qualification is at Level 3 and designed to be 20 credits. The qualification conforms to the relevant level descriptors as developed by Ofqual. One credit represents ten hours of study at any specified level, therefore, this Certificate normally requires programmes of study that have been designed to include a minimum of 50 learning hours. This figure includes but is not limited to formal classes, self-study, revision and assessment. However, students completing this qualification should also be able to demonstrate their ability as independent students.

The credit values and unit structures for the qualification are set out in the following table.

The qualification structure is below, please note all units are mandatory.

CTH Level 3 Certificate in VA Fares and Ticketing – 601/4451/8					
Students must achieve: • one Mandatory units, providing 20 credits i.e. a total of 20 credits at level 3					
Min credit (Mandatory units): 20				**Max credit (Mandatory units): 20**	
Min GLH for qualification: 50				**Max GLH for qualification: 50**	
Mandatory units					
Unit title	**L**	**CV**	**GLH**	**Ofqual no.**	**Assessment Method**
VA Fares and Ticketing	3	20	50	T/506/7018	Open book written examination
		20	**50**		

This qualification provides for progression to other qualifications.

ASSESSMENT

Grading criteria

Individual units can be graded either as fail or pass so the qualification is either achieved or not achieved.

In terms of certification, this means that students will receive a transcript of their results showing the grades for each unit successfully completed, plus the Certificate that recognises their level of achievement. Note that the Certificate does not allocate a grade.

The following table explains the generic grading criteria that is used by CTH in conjunction with the unit mark sheets to assess all students' work.

GRADING CRITERIA

Level 3	**Students who fail:**	**To achieve a pass students must:**
	• do not meet the requirements of the assessment criteria and learning outcomes of the unit	• meet the requirements of the assessment criteria and learning outcomes • demonstrate a level of understanding of key issues in the area of study • produce work that is well presented, clear and well structured

UNITS OF ASSESSMENT

Title	**VA Fares and Ticketing**	
Unit purpose and aim(s)	This unit covers being able to construct fares for multi-sector journeys, applying the mileage system and higher intermediate points; constructing and building on a one-way fare using the One-Way Backhaul minimum check; constructing a return fare using the Circle Trip minimum check and a fare applying the principle of lowest combination. It also covers how to calculate and identify journeys with cities that break the rule of limitations on indirect travel, domestic and international surface sector journeys; a journey made with different classes of travel and calculating discounted fares and applying associated fare rules.	
Ofqual ref	T/506/7018	
Level	3	
Credit value	20	
GLH	50	
Learning outcomes When awarded credit for this unit, a student will:	Assessment criteria Assessment of this learning outcome will require a student to demonstrate that they can:	Indicative content
1. Be able to construct fares for multi-sector journeys, applying the mileage system and higher intermediate points	1.1 Calculate normal fares for a given itinerary for a one way and a return trip using the PAT based on the following factors: • Mileage System • Neutral Unit of Construction • Rate of Exchange • Rounding Units 1.2 Calculate both One-Way and Return itineraries using Excess Mileage Surcharge 1.3 Calculate both One-Way and Return itineraries using a minimum fare check by checking for Higher Intermediate Points 1.4 Construct a linear fare calculation	• Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder • Currency conversion • Neutral Unit of Construction (NUC) • Conversion to local currency – the rate of exchange (ROE) • Excess mileage allowance system • Excess mileage surcharge system • Higher intermediate points • Routed fares • Fare selection criteria • Reference book 1 and 2
2. Be able to construct and build on a one-way fare using the One-Way Backhaul minimum check	2.1 Calculate a One-Way Journey implementing the One-Way Backhaul minimum check 2.2 Apply the One-Way Backhaul 'Plus-up' in the correct format 2.3 Construct a linear fare calculation 2.4 Utilise the areas to show calculations	• One-Way Backhaul minimum check • Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder • Currency conversion • Neutral Unit of Construction (NUC)

		• Conversion to local currency – the rate of exchange (ROE) • Excess mileage allowance system • Excess mileage surcharge system • Higher intermediate points
3. Be able to construct a Return fare using the Circle Trip minimum check	3.1 Calculate a Return Journey implementing the Circle Trip minimum check 3.2 Apply the Circle Trip 'Plus-up' in the correct format 3.3 Construct a linear fare calculation 3.4 Utilise the areas to show calculations	• Circle Trip minimum check • Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder • Currency conversion • Neutral Unit of Construction (NUC) • Conversion to local currency – the rate of exchange (ROE) • Excess mileage allowance system • Excess mileage surcharge system • Higher intermediate points
4. Be able to construct a fare applying the principle of Lowest combination	4.1 Select another appropriate breakpoint when Mileage exceeds the maximum 25% 4.2 Construct a linear fare calculation 4.3 Utilise the areas to show calculations	• Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder • Currency conversion • Neutral Unit of Construction (NUC) • Conversion to local currency – the rate of exchange (ROE) • Excess mileage allowance system • Excess mileage surcharge system • Higher intermediate points
5. Be able to calculate and identify journeys with cities that break the rule of Limitations on Indirect travel	5.1 Calculate a journey and identify the breakpoint according to one of the methods of Limitations on Indirect travel 5.2 Apply the rules of Limitations on Indirect travel 5.3 Construct a linear fare calculation	• Duplicate cities • Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder • Currency conversion • Neutral Unit of Construction (NUC)

		• Conversion to local currency – the rate of exchange (ROE) • Excess mileage allowance system • Excess mileage surcharge system • Higher intermediate points
6. Be able to calculate and construct a Domestic and International Surface Sector journey	6.1 Calculate a One-Way or Return journey using one of two surface sector methods 6.2 Construct a linear fare calculation	• Surface sectors • Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder • Currency conversion • Neutral Unit of Construction (NUC) • Conversion to local currency – the rate of exchange (ROE) • Excess mileage allowance system • Excess mileage surcharge system • Higher intermediate points
7. Be able to calculate a journey made with different classes of travel	7.1 Calculate a One-Way or Return journey using one of two differential methods 7.2 Construct a linear fare calculation	• Different Classes of Travel • Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder • Currency conversion • Neutral Unit of Construction (NUC) • Conversion to local currency – the rate of exchange (ROE) • Excess mileage allowance system • Excess mileage surcharge system • Higher intermediate points
8. Be able to calculate a discounted fare and apply the fare rules associated with it	8.1 Calculate a Return Journey using a discounted fare 8.2 Apply the fare rules associated with the fares 8.3 Convert and calculate stopover charges 8.4 Apply minimum and maximum stay rules	• Minimum/Maximum stay • Stopover charges • Transfers and Stopovers • Breakpoints • The mileage system • Ticketed point mileage • Fare quote sheet • Fare calculations • The fare ladder

	8.5 Construct a linear fare calculation	• Currency conversion • Neutral Unit of Construction (NUC) • Conversion to local currency – the rate of exchange (ROE)

APPENDIX A – SPECIMEN ASSESSMENT MATERIALS

1. Mock examination

VA Fares and Ticketing

(T/506/7018)

Assessment methodology
Open book written examination

VA Fares and Ticketing

Mock Examination

Instructions

- You have **THREE** hours to answer this paper.
- You will require the VA Fares and Ticketing course material.
- The pass level has been set at **85%**.
- You are permitted the use of a calculator.
- You may answer the questions in pen or pencil and in any order.
- Do not begin writing until instructed to by the invigilator
- Make sure that your **name, date of birth, CTH membership number** and **centre name** are clearly marked on the front page and any other material you hand in.

This page is for background information on the unit only and is not part of the examination.

Students must show that they meet the Learning Outcomes (LOs) and Assessment Criteria (AC) of the unit of assessment. Therefore, consideration will be given to whether candidates achieved the following:	
Learning Outcome 1: Be able to construct fares for multi-sector journeys, applying the mileage system and higher intermediate points	
	1.1 Calculate normal fares for a given itinerary for a one way and a return trip using the PAT based on the following factors: Mileage System Neutral Unit of Construction Rate of Exchange Rounding Units 1.2 Calculate both One-Way and Return itineraries using Excess Mileage Surcharge 1.3 Calculate both One-Way and Return itineraries using a minimum fare check by checking for Higher Intermediate Points 1.4 Construct a linear fare calculation
Learning Outcome 2: Be able to build on and construct a One-Way fare using the One-Way Backhaul minimum check	
	2.1 Calculate a One-Way Journey implementing the One-Way Backhaul minimum check 2.2 Apply the One-Way Backhaul 'Plus-up' in the correct format 2.3 Construct a linear fare calculation 2.4 Utilise the areas to show calculations
Learning Outcome 3: Be able to construct a Return fare using the Circle Trip minimum check	
	3.1 Calculate a Return Journey implementing the Circle Trip minimum check 3.2 Apply the Circle Trip 'Plus-up' in the correct format 3.3 Construct a linear fare calculation 3.4 Utilise the areas to show calculations
Learning Outcome 4: Be able to construct a fare applying the principle of Lowest combination	
	4.1 Select another appropriate breakpoint when Mileage exceeds the maximum 25% 4.2 Construct a linear fare calculation 4.3 Utilise the areas to show calculations
Learning Outcome 5: Be able to calculate and identify journeys with cities that break the rule of Limitations on Indirect travel	
	5.1 Calculate a journey and identify the breakpoint according to one of the methods of Limitations on Indirect travel 5.2 Apply the rules of Limitations on Indirect travel 5.3 Construct a linear fare calculation
Learning Outcome 6: Be able to calculate and construct a Domestic and International Surface Sector journey	
	6.1 Calculate a One-Way or Return journey using one of two surface sector methods 6.2 Construct a linear fare calculation
Learning Outcome 7: Be able to calculate a journey made with different classes of travel	
	7.1 Calculate a One-Way or Return journey using one of two differential methods 7.2 Construct a linear fare calculation

Learning Outcome 8: Be able to calculate a discounted fare and apply the fare rules associated with it	
	8.1 Calculate a Return Journey using a discounted fare 8.2 Apply the fare rules associated with the fares 8.3 Convert and calculate stopover charges 8.4 Apply minimum and maximum stay rules 8.5 Construct a linear fare calculation

QUESTION 1

Calculate the fare for the journey shown in NUCs, and then convert into Local Currency and complete the automated / linear fare calculation area only.

Route: **AMS**

3954	**DEL**	**KL**	**Class of service - Business**
2328	**HKG**	**CX**	
1239	**BJS**	**CA**	

TPMs	CL	FROM/ TO	CARR	FARE CALC
		TOTAL FARE CALC		

NVB	NVA

NVB	NVA

FARE CONSTRUCTION POINTS		
GI		
FARE TYPE		
FARE		
RULE		
MPM		
TTL TPM		
EMA		
NEW TPM		
EMS		
HIP		
CALCULATED FARE		

TOTAL NUC	
IATA ROE	
CURRENCY CODE: ROUNDING UNIT	
NOTE(s)	
UNROUNDED FARE	
FARE ROUNDED (L.C.F)	

FARE CALCULATION

QUESTION 2

Calculate the fare for the journey shown in NUCs, and then convert into Local Currency and complete the automated / linear fare calculation area only.

Route: **BKK**

1482	**CMB**	**TG**	**Class of service - Business**
1486	**KHI**	**UL**	
550	**MCT**	**PK**	
231	**DXB**	**WY**	
1360	**DEL**	**EK**	
1815	**BKK**	**AI**	

TPMs	CL	FROM/ TO	CARR	FARE CALC
		TOTAL FARE CALC		

NVB	NVA

NVB	NVA

FARE CONSTRUCTION POINTS		
GI		
FARE TYPE		
FARE		
RULE		
MPM		
TTL TPM		
EMA		
NEW TPM		
EMS		
HIP		
CALCULATED FARE		

TOTAL NUC	
IATA ROE	
CURRENCY CODE: ROUNDING UNIT	
NOTE(s)	
UNROUNDED FARE	
FARE ROUNDED (L.C.F)	

FARE CALCULATION

QUESTION 3

Calculate the fare for the journey shown in NUCs, and then convert into Local Currency and complete the automated / linear fare calculation area only.

Route: **AMS**

259	**PAR**	**KL**
5422	**JNB**	**AF**
1809	**NBO**	**KQ**
2820	**BOM**	**AI**
4469	**LON**	**BA**
217	**AMS**	**KL**

Class of service – Economy

TPMs	CL	FROM/ TO	CARR	FARE CALC
		TOTAL FARE CALC		

NVB	NVA

NVB	NVA

FARE CONSTRUCTION POINTS		
GI		
FARE TYPE		
FARE		
RULE		
MPM		
TTL TPM		
EMA		
NEW TPM		
EMS		
HIP		
CALCULATED FARE		

TOTAL NUC	
IATA ROE	
CURRENCY CODE: ROUNDING UNIT	
NOTE(s)	
UNROUNDED FARE	
FARE ROUNDED (L.C.F)	

FARE CALCULATION

QUESTION 4

Calculate the fare for the journey shown in NUCs, using ONE of the methods described, and then convert into Local Currency and complete the automated / linear fare calculation area only.

Route: **GLA**

448	**AMS**	**KL**	**Class of service – Economy**
98	**BRU**	**SN**	
98	**AMS**	**SN**	
228	**FRA**	**LH**	
309	**MIL**	**AZ**	

TPMs	CL	FROM/ TO	CARR	FARE CALC
		TOTAL FARE CALC		

NVB	NVA

NVB	NVA

FARE CONSTRUCTION POINTS		
GI		
FARE TYPE		
FARE		
RULE		
MPM		
TTL TPM		
EMA		
NEW TPM		
EMS		
HIP		
CALCULATED FARE		

TOTAL NUC	
IATA ROE	
CURRENCY CODE: ROUNDING UNIT	
NOTE(s)	
UNROUNDED FARE	
FARE ROUNDED (L.C.F)	

FARE CALCULATION

QUESTION 5

Calculate the fare for the journey shown in NUCs, using ONE of the methods described, and then convert into Local Currency and complete the automated / linear fare calculation area only.

Route: **LON**

217	**X/AMS**	**KL**	**Class of service – Economy**
595	**VIE**	**OS**	
375	**ZRH**	**OS**	
435	**X/ROM**	**AZ**	
667	**ATH**	**OA**	
807	**AMM**	**RJ**	
	Surface		
295	**CAI**		
2620	**DAR**	**TC**	

TPMs	CL	FROM/ TO	CARR	FARE CALC
		TOTAL FARE CALC		

NUC	NUC

NUC	NUC

FARE CONSTRUCTION POINTS		
CI		
FARE TYPE		
FARE		
RULE		
MPM		
TTL TPM		
FMA		
NEW TPM		
FMS		
HIP		
CALCULATED FARE		

TOTAL NUC	
IATA ROE	
CURRENCY CODE: ROUNDING UNIT	
NOTE(s)	
UNROUNDED FARE	
FARE ROUNDED (L.C.F)	

FARE CALCULATION

QUESTION 6

Calculate the fare for the journey shown in NUCs, using ONE of the DIFFERENTIAL methods, and then convert into Local Currency and complete the automated / linear fare calculation area only.

Route: **LON**

3403	**DXB**	**EK**	**C**
1360	**DEL**	**AI**	**C**
1759	**KWI**	**KU**	**F**
352	**DOH**	**GF**	**F**
3244	**LON**	**QR**	**C**

TPMs	CL	FROM/ TO	CARR	FARE CALC
		TOTAL FARE CALC		

NVB	NVA

NVB	NVA

FARE CONSTRUCTION POINTS		
GI		
FARE TYPE		
FARE		
RULE		
MPM		
TTL TPM		
EMA		
NEW TPM		
EMS		
HIP		
CALCULATED FARE		

TOTAL NUC	
IATA ROE	
CURRENCY CODE: ROUNDING UNIT	
NOTE(s)	
UNROUNDED FARE	
FARE ROUNDED (L.C.F)	

FARE CALCULATION

QUESTION 7

Calculate the lowest special fare for the journey shown in NUCs, and then convert into Local Currency and complete both the automated / linear fare calculation area and the Validity boxes. Date of Reservation: 10FEB.

Route: **CPH**

594 X/LON BA 16FEB Class of service – Economy
4169 DEL BA 16FEB
2652 SHA AI 27FEB
Surface
TPE
731 MNL PR 08MAR
1797 BJS CA 14MAR
4471 CPH SK 17MAR

TPMs	CL	FROM/ TO	CARR	FARE CALC
		TOTAL FARE CALC		

NVB	NVA

NVB	NVA

FARE CONSTRUCTION POINTS		
CI		
FARE TYPE		
FARE		
RULE		
MPM		
TTL TPM		
EMA		
NEW TPM		
EMS		
HIP		
CALCULATED FARE		

TOTAL NUC	
IATA ROE	
CURRENCY CODE: ROUNDING UNIT	
NOTE(s)	
UNROUNDED FARE	
FARE ROUNDED (L.C.F)	

FARE CALCULATION