

Certified Hotel Administrator (CHA®)

The Certified Hospitality Administrator (CHA®) is the most prestigious certification available to a hotel general manager and hospitality executive. The CHA designation recognizes those individuals who have demonstrated exemplary leadership and managerial abilities in a hospitality setting. Those who earn their CHA are seen as highly competent, respected professionals who are knowledgeable in their positions.

Audience

Hotel general managers and hospitality executives.

The key areas of testing are:

- Financial Management
- Sales and Marketing
- Leadership Management
- Human Resources Management
- Rooms Management
- Food and Beverage Management

Materials To Prep

You must fill out an online application first and then you will have access to all of the study materials including the CHA Online Review course to help prepare you for the exam.

Fee includes:
CHA® Exam Preparation Booklet,
Three Volume Study Materials CD,
Exam; Certificate and Lapel Pin
upon successful completion of the
exam.

Exam

Exam consists of 200 multiple-choice questions that must be answered within a four hour time period.

As a WH&R hotel, you enjoy a reduced fee of \$475 USD (normally \$675 USD) when you use the promotional code WHR during checkout.

RECERTIFICATION: To maintain your CHA status, you must earn 55 CHA Maintenance Points every five years. You can earn some of these points at no additional charge through [MyPortal](#) > Learn with Wyndham University > Enter Wyndham University.

[Online Courses and Videos >>](#)

Worth 5 points each. You can submit your certificates of completion for each course to receive points.

For more information visit www.ahlei.org/whr and search for “CHA”, email certification@ahla.com or call (888) 575-8726.

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