



## CATALOG ADDENDUM

*September 2017*

### KEY ADMINISTRATIVE STAFF AND FACULTY

Kimberly Jensen	Campus President & Acting Director of Admissions - Residential
Joanna La Corte	Director of Admissions - Distance Learning
Josh Montavon	Director of Financial Aid – Residential
Anthony Williams	Director of Financial Aid – Distance Learning
Alisia Marquez	Student Accounts Manager - Distance Learning
Kayla Rodriguez	Business Office Manager
Kate Sweasy	Director of Career Services - Residential
Patricia Souza	Director of Career Services - Distance Learning
Andrea Midcap	Registrar/Compliance Manager - Residential
Pat Hagan	Registrar - Distance Learning
Ashlea Tobeck	Executive Chef - Residential
Graham Mitchell	Executive Chef - Distance Learning
Chanel Hays	Lead Chef Instructor - Distance Learning
Anne Lanute	Lead Chef Instructor – Distance Learning
Dan Widmann	Lead Chef Instructor – Culinary Arts & Pastry Arts
Nicole Barthlow	Chef Instructor – Pastry Arts
Tom Beckman	Chef Instructor – Distance Learning
Sofia Forde	Chef Instructor – Distance Learning
Cesar Herrera	Chef Instructor – Distance Learning
Ryan Hodros	Chef Instructor – Distance Learning
Tyson Holtzheimer	Chef Instructor – Distance Learning
Jesper Jonsson	Chef Instructor – Culinary Arts
Jonathan Knight	Chef Instructor – Culinary Arts & Pastry Arts
Steven Nalls	Chef Instructor – Culinary Arts
Paul Rocque	Chef Instructor – Distance Learning
Janet Rorschach	Chef Instructor – Distance Learning
Carlos Ruiz	Chef Instructor – Culinary Arts
Chris Scalia	Chef Instructor – Culinary Arts
Bob Scherner	Chef Instructor – Culinary Arts
Luke Shaffer	Chef Instructor - Distance Learning
Sherri Adams	Instructor (Adjunct) – General Education
Albert Angiolillo	Instructor (Adjunct) – General Education
Dale Eiden	Chef Instructor (Adjunct) – Culinary Arts
Marcus Lepke	Chef Instructor (Adjunct) – Culinary Arts
John McConnell	Instructor (Adjunct) – General Education
Molly McGill	Instructor (Adjunct) – General Education
Suzanne Rudolph	Chef Instructor (Adjunct) – Culinary Arts

## CURRENT ADVISORY BOARD

Name	Company
Sarah Beckwith	Oak at Fourteenth
Jon Caton	Graze Café & Catering
John Curiel	Bar Taco
Dan Franklin	Oak at Fourteenth
Jeffrey Lammer	Vital Roots
MaryAnn Mathieu	Sodexo

Name	Company
Samuel Milligan	Sage Dining Services
Emma Nemechek	Omni Hotels
Max Phillips	Levy Restaurants
Ariana Pope	Balistreri Vineyards
Pierson Shields	Hyatt Regency
Colton Wagner	The Kitchen Next Door

## CALENDARS

### 2017 Academic Period Calendars

#### Residential Programs – Culinary Arts (Diploma & AOS) & Pastry Arts

Block/Quarter Start	Block End	Quarter End
November 7, 2016	December 19, 2016	February 17, 2017
January 9, 2017	February 17, 2017	March 31, 2017
February 20, 2017	March 31, 2017	May 19, 2017
April 10, 2017	May 19, 2017	June 30, 2017
May 22, 2017	June 30, 2017	August 18, 2017
July 10, 2017	August 18, 2017	September 29, 2017
August 21, 2017	September 29, 2017	November 10, 2017
October 2, 2017	November 10, 2017	December 22, 2017
November 13, 2017	December 22, 2017*	February 17, 2017

\* Block includes a required Saturday class on December 2, 2017

#### Distance Learning Program – Escoffier Online Culinary Arts Fundamentals

Block/Quarter Start	Block End	Quarter End
November 9, 2016	December 20, 2016	February 21, 2017
January 11, 2017	February 21, 2017	April 4, 2017
February 22, 2017	April 4, 2017	May 16, 2017
April 5, 2017	May 16, 2017	June 27, 2017
May 17, 2017	June 27, 2017	August 15, 2017
July 5, 2017	August 15, 2017	September 26, 2017
August 16, 2017	September 26, 2017	November 7, 2017
September 27, 2017	November 7, 2017	December 19, 2017
November 8, 2017	December 19, 2017	February 20, 2018

## 2017 Student Holiday & Break Schedule\*

2016 Winter Break <sup>o</sup>	December 20, 2016-January 8, 2017**
No Classes (Faculty In-Service)	January 16, 2017
2017 Spring Break	March 31 – April 9, 2017
No Classes (Faculty In-Service)	May 19, 2017
Memorial Day <sup>o</sup>	May 29, 2017**
2017 Summer Break <sup>o</sup>	July 1 – 9, 2017 (Residential); June 28 – July 4, 2017 (Distance)**
No Classes (Faculty In-Service)	August 18, 2017
Labor Day <sup>o</sup>	September 4, 2017**
No Classes (Faculty In-Service)	October 20, 2017
Thanksgiving Holiday <sup>o</sup>	November 23-24, 2017**
2017 Winter Break – Residential	December 23, 2017-January 7, 2018
2017 Winter Break – Distance Learning <sup>o</sup>	December 20, 2017-January 9, 2018**

An “o” denotes a holiday observed by the distance learning program. Distance learning students will still have access to the Online Campus during published holidays and scheduled breaks.

\* The holiday schedule may not be observed for students in Industry Externship courses.

\*\* Distance Learning Support will not be available on the following: December 24-26 & 30-31, 2016, January 1-2, 2017, May 29, 2017, July 4, 2017, September 4, 2017, December 24-25 & 31, 2017

## 2017 Program Calendars

### Residential AOS in Culinary Arts and Diploma Programs in Culinary Arts & Pastry Arts

Start Date	Anticipated Completion Date: Culinary Arts AOS	Anticipated Completion Date: Culinary Arts Diploma	Anticipated Completion Date: Pastry Arts Diploma
January 9, 2017	N/A	October 27, 2017	September 1, 2017
February 20, 2017 (Culinary Diploma)	N/A	December 8, 2017	N/A
April 10, 2017	N/A	February 2, 2018	November 24, 2017
May 22, 2017 (Culinary)	N/A	March 16, 2018	N/A
July 10, 2017	September 28, 2018	May 4, 2018	March 2, 2018
August 21, 2017	November 9, 2018	June 15, 2018	April 20, 2018
October 2, 2017	December 21, 2018	August 3, 2018	June 1, 2018
November 13, 2017	February 15, 2019	September 14, 2018	N/A

### Distance Learning Certificate Program: Escoffier Online Culinary Arts Fundamentals

Start Date	Anticipated Completion Date:
January 11, 2017	February 20, 2018
February 22, 2017	April 3, 2018
April 5, 2017	May 15, 2018
May 17, 2017	June 26, 2018
July 5, 2017	August 14, 2018
August 16, 2017	September 25, 2018
September 27, 2017	November 6, 2018
November 8, 2017	December 18, 2018

## TUITION AND FEES SCHEDULE

**RESIDENTIAL PROGRAMS:** *Note: Equipment/Supplies/Books amount are subject to change*

Tuition is charged per academic year. Additional information regarding financing, payment method, and the cancellation and refund policies is described in the catalog.

### Associate in Occupational Studies Program in Culinary Arts

90 Quarter Credits/1385 Clock Hours

Length of Program: 60 Weeks

#### Tuition and Fees:

Tuition:	\$ <u>28,750.00</u>
Equipment/Supplies/Books (non-refundable):	\$ <u>1,150.00</u>
Application fee (non-refundable):	\$ <u>50.00</u>
<b>Total Cost of Program:</b>	\$ <b><u>29,950.00</u></b>

### Diploma Program in Culinary Arts

66 Quarter Credits/1205 Clock Hours

Length of Program: 40 Weeks

#### Tuition and Fees:

Tuition:	\$ <u>26,375.00</u>
Equipment/Supplies/Books (non-refundable):	\$ <u>1,275.00</u>
Application fee (non-refundable):	\$ <u>50.00</u>
<b>Total Cost of Program:</b>	\$ <b><u>27,700.00</u></b>

### Diploma Program in Pastry Arts

46 Quarter Credits/903 Clock Hours

Length of Program: 32 Weeks

#### Tuition and Fees:

Tuition:	\$ <u>21,700.00</u>
Equipment/Supplies/Books (non-refundable):	\$ <u>1,200.00</u>
Application fee (non-refundable):	\$ <u>50.00</u>
<b>Total Cost of Program:</b>	\$ <b><u>22,950.00</u></b>

**DISTANCE LEARNING PROGRAMS (Online):** *Effective 1/5/2017*

**Certificate Program in Escoffier Online Culinary Arts Fundamentals**

52 Quarter Credits/745 Clock Hours

Length of Program: 54 Weeks

Tuition and Fees:

Tuition: \$ 14,945.00

Application fee (non-refundable): \$ 25.00

**Total Cost of Program:** \$ 14,975.00

*Note: As textbooks are all delivered electronically, the cost of any books used in the program and available online to the students are included in the tuition cost. The cost of tuition also includes the toolkit and uniform.*

**ADDITIONAL FEES:**

**Books/Tools/Equipment (Residential):** Uniforms, tools, and books for residential programs are issued at Orientation. The listing of books required for the program including ISBN and other information are available on the Online Campus.

**Books/Tools/Equipment (Distance Learning):** Before starting each program, students will be informed of all costs related to these items. Students enrolled at Escoffier Online International Culinary Academy will pay actual shipping costs for program toolkits and uniforms mailed outside of the US. Shipping costs are nonrefundable and will be added to the student account. Students should contact their Admissions Representative if they have any questions about the toolkit or any other institutionally-provided materials. Students will have access to a full list of needed course supplies upon enrollment; however, the most current supply list will be accessible as part of the course resources at least 1 week prior to the start of each program course. Students are responsible for having all required equipment and are encouraged to check the current supply list prior to beginning each course to ensure they have all needed materials.

- Additional Chef Coat: \$30.00
- Additional Tool Kit: \$250.00

Domestic shipping costs are included with the tuition cost and fees for the uniform and toolkit. Shipping costs for supplies outside of the US are the responsibility of the student and will be charged to the student account. Shipping costs that result from replacement of supplies not due to damage are the responsibility of the student and will be charged to the student account. All shipping costs are nonrefundable.

**International Student Services Fee:** Students studying in the residential programs on a M1 Visa or international/nonresident students completing a distance learning program at Auguste Escoffier School of Culinary Arts that reside outside of the United States will be subject to a \$150 non-refundable charge to cover processing fees associated with enrollment and continuing student services.

**Retake Fees:**

The following retake fees apply:

- \$35 to make up a class (for students enrolled in clock hour programs)
- \$35 to retake ServSafe Exam
- \$750 to retake any course (for residential courses)
  
- Distance Learning Courses:
  - \$500 to retake any practical/externship (CA/EX prefix) courses
  - \$100 to retake CE115
  - \$250 to retake any other core lecture (CE prefix) courses

The fees listed above are considered current and applicable to all students unless otherwise noted. Payment arrangements must be made with the business office at the time of the makeup class, ServSafe Exam and/or at the start of the retaken course.

## **CATALOG UPDATES:**

### **Admissions Requirements – Additional Short-term Application Fee Waiver – Residential Programs** *Addition to Page 8 of the Catalog: Effective June 12, 2017*

In addition to the allowable reasons for an application fee waiver identified on Page 8 of the Student Professional Programs Catalog, Auguste Escoffier School of Culinary Arts will also waive application fees for students enrolling in the Diploma or Associate of Occupational Studies in Culinary Arts or the Diploma in Pastry Arts Programs with a start date during the remainder of 2017.

### **Application Fee Change – Distance Learning Program in Culinary Arts** *Effective June 8*

The application fee for the Escoffier Online Culinary Arts Fundamentals Certificate Program at Auguste Escoffier School of Culinary Arts is \$25 for any student enrolling after the effective date for any future program start date.

### **Admissions Requirements – Replaces section on Page 8 of the Catalog - Effective May 2017**

- Must be a minimum of 16 years of age;
- Application for Admission;
- AESCA Enrollment Agreement (inclusive of written permission of parent or guardian if under 18);
- Proof of High School Completion or Equivalent
  - High School Diploma
  - GED
  - Official College Transcript from a Completed Associate or Higher Degree Program
- State Approved Home School Certificate of Completion;
- Admissions Interview;
- Application Fee (see Catalog Addendum for current fee) or approved Fee Waiver and documentation\*;
- FERPA Release Form.

\* Application fee waivers are available for students previously attending another Escoffier school or Escoffier program, Active and Honorably Discharged Military Personnel and their spouses or dependents, or those with high school-issued waivers where applicable.

### **Admissions Process – Addition to Page 9 of the Catalog**

Students interested in enrolling in the institution should contact the Admissions Office to complete an application. An Admissions Representative will contact the student to explore the aptitude for success in the program. Students that enroll will be required to complete an Enrollment Agreement and are subject to fulfilling the Admissions Requirements and completing an orientation in order to fully matriculate as an active student. The admissions process is non-discriminatory and all students follow the same process.

**Satisfactory Academic Progress:****Effect of Transfer Credit and Change of Program on SAP** – *Addition on Page 19 of the Catalog: Effective April 2017*

Credit that has been transferred into the institution by the student is included in the Rate of Progress calculation. However, this credit has no effect on the grade point average requirement for SAP. Transfer credit is also considered when computing the maximum timeframe allowed for a program of study. When a student elects to change a program or enroll in an additional program or higher credential at Auguste Escoffier School of Culinary Arts, the student's earned credits and grades will be transferred into the new program as applicable, including transfer credit. Credits earned at the school in the original program of study that apply to the new program of study will be used when computing grade point average, rate of progress and maximum timeframe. Transfer credits from another institution that are applicable to the new program of study will not be calculated in the grade point average but will be considered as credits attempted and earned in the maximum timeframe and rate of progress calculations.

**Appeals, Probation, and Reestablishing Eligibility** – *Replaces section on Page 19 of the Catalog: Effective April 2017*

If a student is dismissed from the institution for failing to make overall Satisfactory Academic Progress, the student may appeal the decision by submitting a letter of appeal to the Executive Chef. The letter must describe the extenuating circumstances that caused the student to be unable to meet SAP and must be accompanied by documentation of the circumstances. Such circumstances are limited to the death of a close relative, illness, injury, and/or family emergency. The letter must also describe what will change in the student's situation and explain how the student will be able to meet SAP if allowed to continue in the program. The appeal must be submitted within five (5) calendar days of receiving notification of the SAP violation.

A Progress Review Committee will act upon the student's appeal within five (5) school days of the filing of the appeal. Students with a pending appeal will be able to continue attending class(es) until the appeal decision has been rendered. If the appeal is successful, the student will be placed on Academic and Financial Aid Probation (SAP Probation) and will be required to agree to and sign an academic plan that states the particular benchmarks that must be achieved to regain Satisfactory Academic Progress by the next evaluation point.

A student that fails to make overall Satisfactory Academic Progress at the next evaluation period will be dismissed unless the student is meeting the requirements set forth by the academic plan. A student that meets the academic plan will be allowed to continue for a maximum of one academic quarter. A student will continue to be eligible for financial aid assistance while on SAP Probation. If a student continues to fail to meet SAP, the student will be dismissed. If at any point, it can be determined that it is mathematically impossible for a student to meet the minimum requirements, the student will be dismissed from the school.

An academic plan, if warranted by a successful appeal, will outline the measures that may be taken to regain Satisfactory Academic Progress. The plan may require a student to retake courses in a prescribed sequence, participate in advising sessions with the Executive Chef or appointed academic resource, and meet specific grade or progress requirements. A copy of the student's academic plan will be retained in the student record and reviewed at the midpoint and end of the evaluation period. A student, who fails to regain SAP according to the terms of their academic plan, will be ineligible for any additional financial aid and be dismissed from the institution at the end of the evaluation period.



**Satisfactory Academic Progress Table** – *Replaces SAP Table on Page 18 of the Catalog:  
Effective July 2017*

Programs		Maximum Timeframe
Culinary Arts (AOS)		135 credits
Culinary Arts (Diploma)		99 credits
Pastry Arts (Diploma)		69 credits
Escoffier Online Culinary Arts Fundamentals (Certificate)		78 credits
Credits Attempted	ROP	CGPA
1 - max allowed credits	67%	2.0

**Program Details** – *Addition of a New Residential Program on Page 25 of the Catalog:  
Effective July 2017*

**Associate of Occupational Studies Degree in Culinary Arts**

The 60-week Associate of Occupational Studies (AOS) Degree in Culinary Arts Program was developed to provide the practical, as well as theoretical foundations essential for success in the foodservice and hospitality industry. The program was developed in response to student and employer demands. Students who earn the AOS degree credential are prepared to enter the industry with skills necessary to be employed in restaurants, hotels, catering companies, and a variety of other foodservice establishments. Examples of some job titles for graduates include: Cook, Line Cook, Catering Assistant, Banquet Cook, Garde Manger, Baker, Roundsman, and Prep Cook. The various titles of “chef” generally apply to more advanced roles in a professional kitchen (for example: Sous Chef or Executive Chef). The jobs mentioned are examples of certain potential jobs, not a representation that these outcomes are more probable than others. AESCA does not guarantee employment or salary.

The competencies to be mastered in this program deliver a comprehensive knowledge of foodservice preparation, operations, and management. Students study the culinary basics and advance to regional and classical cuisines. The Farm-to-Table® Experience course provides an opportunity for students to work with local farmers and ranchers to discover and participate in delivering food from the farm to the customer. An industry externship is required to gain functional knowledge by working in an approved food service establishment. Culinary theory courses address specific subjects that professionals in the hospitality and foodservice industry need to succeed to their highest possible professional level. Courses include technical writing for the hospitality industry, nutrition, math & accounting. In addition, communication, entrepreneurship and history from the culinary perspective are addressed.

The program is made up of 10 six-week blocks organized into 5 twelve-week quarters. Classes are held Monday – Friday.

Students will receive an Associate of Occupational Studies degree in Culinary Arts when the following have been met:

- Completion of the required 90 quarter credits with a minimum CGPA of 2.0
- Completion of a minimum of 80% of the 1385 scheduled hours.
- Completion of all required externship hours

Quarter	Block	Course Number -- Course	Classroom Clock Hours (Lecture)	Kitchen Clock Hours (Lab)	Externship Clock Hours	Total Clock Hours	Quarter Credit Hours
1	1	CU101 – Culinary Foundations	75	70	0	145	11
	2	CU201 – Culinary Arts	45	100	0	145	9
2	3	*GE110 – Business & Professional Communications	50	0	0	50	5
		*GE140 – World History & Culture from the Culinary Perspective	50	0	0	50	5
	4	CU401 – Classical Cuisines	55	90	0	145	10
3	5	*GE130 – Food Service Math and Accounting	50	0	0	50	5
		*GE120 – Technical Writing for the Hospitality Industry	50	0	0	50	5
	6	CU301 – Regional Cuisines	45	100	0	145	9
4	7	*GE150 – The Science of Nutrition	50	0	0	50	5
		*CE160 – Culinary Entrepreneurship	50	0	0	50	5
	8	CU501 – Farm to Table® Experience	35	110	0	145	9
5	9	CU601 – Culinary Industry Externship I	9	0	171	180	6
	10	CU701 – Culinary Industry Externship II	9	0	171	180	6
<b>Program Totals</b>			<b>573</b>	<b>470</b>	<b>342</b>	<b>1385</b>	<b>90</b>

\* Demotes General Education or Core Lecture

### ***CULINARY ARTS COURSE DESCRIPTIONS***

The course numbering system consists of a two- or three-letter prefix that designates either the program of study or general education followed by three numbers all indicative of an undergraduate course.

#### **CE160 – Culinary Entrepreneurship**

This course covers such topics as business planning, pricing, credit management, government regulation, and legal concerns. Business ethics and the crucial role and importance of management and leadership are also covered. For the final project for this course, the student will complete and present a business plan for a foodservice operation.

***Classroom (Lecture) Hours: 50; Kitchen (Lab) Hours: 0;***

***Total Contact Hours: 50;***

***Total Quarter Credit Hours: 5***

***Prerequisite: none***

#### **CU101 - Culinary Foundations**

The Culinary Foundations class begins with course work concentrating on food safety and sanitation in the professional kitchen. The class focuses on the importance of proper hygiene, food handling, food storage, cleaning, pest control and HACCP in a food service operation are explored. The ServSafe exam is administered as part of this course.

Additionally, the historical background of the culinary arts profession is studied and students will gain an introduction to the professional kitchen by tracing the origin of classical cuisine and gaining an overview of the development of modern foodservice. Students also start to become acquainted with tools, utensils, and equipment and discuss kitchen layout.

Basic cooking techniques, culinary terminology, equipment operation, the use and effect of heat, and seasoning principles are taught in this course. This course also includes fundamental knife skills, cutting techniques, and the concept of mise en place. Conversion methods and standard measurements, as well as yield cost analysis; portion sizing and food costing are covered.

***Classroom Hours (Lecture): 75; Kitchen Hours (Lab): 70;***

***Total Contact Hours: 145;***

***Total Quarter Credit Hours: 11***

***Prerequisite: None***

## **CU201 - Culinary Arts**

In the Culinary Arts course, students build upon the foundations taught in Culinary Foundations. The course begins with an overview of breakfast cookery including classical American breakfast items such as egg cookery, quick breads, muffins, biscuits and breakfast meats.

Students will study the art and science of baking and pastry arts and learn to prepare items ranging from bakeshop staples to international restaurant quality desserts covering the theory and chemistry of the pastry arts. Cakes, tortes, icing and decorating techniques are also covered.

Charcuterie and Garde Manger are also covered in this course. Classic charcuterie includes items such as pâtés and terrines, and Garde Manger will cover buffet presentations and the preparation of hot and cold hors d'oeuvres.

***Classroom (Lecture) Hours: 45; Kitchen (Lab) Hours: 100;***

***Total Contact Hours: 145;***

***Total Quarter Credit Hours: 9***

***Prerequisite: CU101***

## **CU301 – Regional Cuisines**

In this course, students will explore the history and culture underlying other gastronomic areas of the globe. Students will replicate some of the classic dishes from East, South, and Southeast Asia. Students will also practice preparing Middle Eastern as well as some North African recipes. This course also includes foods of the Americas including current food trends and the culinary and cultural influences of Central America and the Caribbean. This course also includes foods of the Americas including current food trends and the culinary and cultural influences of Central America and the Caribbean.

***Classroom (Lecture) Hours: 45; Kitchen (Lab) Hours: 100;***

***Total Contact Hours: 145***

***Total Quarter Credit Hours: 9***

***Prerequisite: CU101***

## **CU401 – Classic Cuisines**

Students will explore the history and culture underlying the major European cuisines. This course encompasses the practice of replicating classical and modern dishes from a variety of regional cuisines of France, Spain and Italy. The focus of this course includes the production of dishes from the Father of Modern French Cuisine, Auguste Escoffier.

This course also includes the study of wine varieties from growing to harvesting and the important skill of matching wine with foods. Also presented will be the taste evaluations of wines and how to cook with them.

***Classroom (Lecture) Hours: 55; Kitchen (Lab) Hours: 90;***

***Total Contact Hours: 145;***

***Total Quarter Credit Hours: 10***

***Prerequisite: CU101***

## **CU501 – Farm to Table® Experience**

The Farm To Table® Experience course provides the students with a hands-on experience on a working farm/ranch or vineyard/orchard. The Instructor conducts the lecture and lab activities to coincide with the harvested item(s) for a catered event executed by the students on-site. The students, under the direction of a Farmer/Rancher collect or harvest foods and/or proteins for the students' lab activities.

This class also focuses on the ever-growing relationship between the chef and the farm/factory/ranch. This course will result in a daily lab menu production of selected sustainable and/or organic foods. Also presented will be concepts of traditional and nontraditional farming and sourcing for vegetables, as well as the impact of land and sea animal-based food sourcing as practiced globally.

***Classroom (Lecture) Hours: 35; Kitchen (Lab) Hours: 110;***

***Total Contact Hours: 145;***

***Total Quarter Credit Hours: 9***

***Prerequisite: CU101***

## **CU601 – Culinary Industry Externship I**

This course provides opportunities for real life experiences in an operational restaurant or related business and builds on the skills and techniques covered in previous courses.

***Classroom (Lecture) Hours: 9; Externship Hours: 171;***

***Total contact hours: 180***

***Total Quarter Credit Hours: 6***

***Prerequisite: Completion of all other program courses with a 2.0 or higher CGPA unless permission is granted by the Executive Chef***

## **CU701 – Culinary Industry Externship II**

This course provides additional opportunities for real life experiences in an operational restaurant or related business and builds on the skills and techniques covered in previous courses.

***Lecture Hours: 9; Externship Hours: 171;***

***Total contact Hours: 180***

***Total Quarter Credit Hours: 6***

***Prerequisite: CU601 and a CGPA of 2.0 or higher unless permission is granted by the Executive Chef.***

### **\*GE110 – Business & Professional Communications**

The Business & Professional Communications course emphasizes the principles and practical application of effective professional communication behaviors within professional, business, and organizational contexts. In addition to identifying the importance of effective communication skills to the hospitality industry, communication styles and effective listening methods are addressed.

Students will create and present oral presentations including cooking demonstrations, and special occasion speaking. Listening skills, verbal and nonverbal communication, conflict resolution, cultural differences in communication, and debate techniques are also covered.

*Classroom (Lecture) Hours: 50;*

*Total Quarter Credit Hours: 5*

*Prerequisite: none*

### **\*GE120 – Technical Writing for the Hospitality Industry**

Technical Writing for the Hospitality Industry, prepares students to write in the hospitality and foodservice professions. In a professional setting, writing provides readers information they need in a format they can understand.

Unlike most academic writing, in which students demonstrate their learning to a professor who already knows the subject, in technical communication the writer is the expert, and the readers are the learners. In the hospitality and foodservice industries, students and professionals write a variety of documents for supervisors, colleagues, and customers such as explaining a problem or product, preparing a proposal, or illustrating a project. This course teaches students to adapt their writing to different audiences and purposes.

This course outlines strategies for making subjects clear to readers who need to understand them. To communicate effectively with an audience, writing must meet rigorous editing standards, in addition to writing in a clear, concise style and presenting information logically.

*Classroom (Lecture) Hours: 50;*

*Total Quarter Credit Hours: 5*

*Prerequisite: none*

### **\*GE130 – Foodservice Math & Accounting**

Foodservice Math & Accounting introduces students to managerial accounting concepts and explains their applications to specific operations within the hospitality industry. Emphasis is placed on how to administer accounting procedures to minimize costs and maintain a full range of customer services.

After summary of the fundamentals of culinary math, an overview of basic business accounting transactions is covered including asset/liability accounts such as accounts receivable and payable, ledgers, balance sheets, payroll and financial statements.

*Classroom (Lecture) Hours: 50;*

*Total Quarter Credit Hours: 5*

*Prerequisite: none*

### **\*GE140 – World History & Culture from the Culinary Perspective**

Throughout history, food has done more than just provide nourishment. From prehistoric times to the present day, food and the pursuit of it has had a transformative role in human history. Food has impacted societal organization, industrial development, military conflict, and economic expansion. As epicure and gastronome, Jean-Anthelme Brillat-Savarin stated, “Gastronomy governs the whole of human man.” In addition, food also serves a role in the cultural development of religion, economics, and politics. This course examines the role of food and its contribution and influence over history, culture, religion, economics, and politics. Food customs and attitudes are also explored, as well as, the social awareness selected food patterns and customs.

*Classroom (Lecture) Hours: 50*

*Total Quarter Credit Hours: 5*

*Prerequisite: none*

### **\*GE150 – The Science of Nutrition**

In the Science of Nutrition course, the basic principles of nutrition are investigated. Emphasis is placed on the nutrients, food sources, and their utilization in the body for growth and health throughout life. Contemporary and global nutritional issues are also discussed.

*Classroom (Lecture) Hours: 50;*

*Total Quarter Credit Hours: 5*

*Prerequisite: none*

## **Facilities, Supplies, and Equipment**

*Addition to Page 32 of the Catalog*

Most residential courses are offered in Boulder at the main campus building at 637 S. Broadway Street – Suite H. The campus does offer courses at the two kitchens and classrooms in Boulder at an auxiliary space located at 555 30<sup>th</sup> Street.

# AUGUSTE ESCOPIER SCHOOL OF CULINARY ARTS INSTITUTIONAL DISCLOSURES – DISTANCE LEARNING

The following information indicates the required disclosure information per Section 1095.200 of the Illinois Administrative Code for the reporting period as specified:

## Institutional Disclosures Reporting Table for Illinois Board of Higher Education Reporting Period: July 1, 2016 - June 30, 2017

DISCLOSURE REPORTING CATEGORY	<i>Escoffier Online Culinary Arts Fundamentals</i>
A) For each program of study, report:	
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.	227
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:	
a) New starts	560
b) Re-enrollments	0
c) Transfers into the program from other programs at the school	0
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).	787
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:	
a) Transferred out of the program or course and into another program or course at the school	0
b) Completed or graduated from a program or course of instruction	134
c) Withdrew from the school	206
d) Are still enrolled	447
5) The number of students enrolled in the program or course of instruction who were:	
a) Placed in their field of study	62
b) Placed in a related field	0
c) Placed out of the field	0
d) Not available for placement due to personal reasons	13
e) Not employed	N/A
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.	
	N/A
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.	
	N/A
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.	
	14
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.	
	\$17.25

\*A course of instruction is a standalone course that meets for an extended period of time and provides instruction that may or may not be related to a program of study, but is either not part of the sequence or can be taken independent of the full sequence as a stand-alone option. A Course of Instruction may directly prepare students for a certificate or other completion credential or it can stand alone as an optional preparation or, in the case of students requiring catch-up work, a prerequisite for a program. A stand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupational/career opportunities.

**Note:** As indicated in the PBVS Administrative Rules, Section 1095.200, student retention and graduation rates must be maintained that are appropriate to standards in the field. Furthermore, a State licensing examination or professional certification examination passage rate of at least 50% of the average passage rate for schools within the industry for any State licensing examination or professional certification examination must be maintained.

*In the event that the school fails to meet the minimum standards, that school shall be placed on probation. If that school's passage rate in its next reporting period does not exceed 50% of the average passage rate of that class of schools as a whole, then the Board shall revoke the school's approval for that program to operate in this State. Such revocation also shall be grounds for reviewing the approval to operate as an institution.*