
THE CULINARY INSTITUTE OF AMERICA
2021-2022

UNDERGRADUATE AND GRADUATE
ACADEMIC CATALOG



Academic Calendars

Our academic calendars provide students at each CIA campus with the important dates they need to know as they move through the college's degree and certificate programs.

- U.S. campuses and CIA Singapore

General Information

Our Mission

The Culinary Institute of America is a private, not-for-profit college dedicated to providing the world's best professional culinary education.

Excellence, leadership, professionalism, ethics, and respect for diversity are the core values that guide our efforts.

We teach our students the general knowledge and specific skills necessary to live successful lives and to grow into positions of influence and leadership in their chosen profession.

Purpose

The Culinary Institute of America provides instruction in the fundamentals of cooking, baking, hospitality management, and culinary R&D to aspiring foodservice and hospitality professionals. Depending on the degree or certificate program students enroll in, they will have the opportunity to:

- Gain appreciation for the history, evolution, and international diversity of the culinary arts and sciences.
- Learn and practice the professional skills used in food preparation and service.
- Explore new cooking and baking methods, as well as diverse cultures and their unique culinary styles.
- Gain experience in the proper use and maintenance of professional foodservice equipment.
- Become familiar with the layout and work flow of professional kitchens and bakeshops.
- Build academic skills and acquire a global perspective in general education courses.
- Learn the principles of food identification, food and beverage composition, and nutrition.
- Understand financial and economic trends and how they influence the foodservice and hospitality industry.
- Acquire management skills to better use human and physical resources in foodservice operations.
- Gain skills to successfully operate a business in today's complex global economy.
- Develop a personal sense of professionalism necessary for working successfully in the foodservice and hospitality industry.
- Build skills as a member of a team.
- Learn to communicate accurately and effectively.
- Use computers to enhance a business's daily operations and future success.
- Develop skills in managing and motivating staff and handling job stress.
- Learn methods of researching culinary and business-related topics.
- Broaden career choices and become more marketable to potential employers, especially for management and entrepreneurial positions.

History

Throughout its history, The Culinary Institute of America has played a pivotal role in shaping the future of foodservice and hospitality. Widely recognized as the world's premier culinary college, the CIA has an industry-wide reputation for excellence and accomplished alumni whose leadership, influence, and professionalism are a testament to the quality of a CIA education.

Such success could only happen through the inspired leadership of some very talented and dedicated people. In the mid-1940s, faced with a shortage of back-of-the-house (kitchen) professionals, members of the New Haven Restaurant Association in Connecticut had the idea of creating a school to train World War II veterans in the culinary arts. In 1945, they approached attorney Frances Roth with their idea and asked her to be the school's administrative director. Mrs. Roth had never worked in a restaurant, but she became determined to establish a school that would become "the culinary center of the nation." With financial, social, and political support from Katharine Angell—who was married to Yale University President Emeritus James Rowland Angell and who would later become chair of the board of the cooking school—Mrs. Roth set about achieving her vision.

On May 22, 1946, the New Haven Restaurant Institute opened its doors in downtown New Haven, CT as the first and only school of its kind in the United States. The Institute enrolled 16 students in its first class and employed a faculty consisting of a chef, a baker, and a dietitian.

As the foodservice industry grew, so did enrollment, necessitating a move in 1947 to larger quarters: a 40-room mansion adjacent to Yale University. The school's name was changed to the Restaurant Institute of Connecticut and, in 1951, it became known as The Culinary Institute of America, reflecting its national scope and the diversity of its students. The college expanded its educational program to two years and introduced continuing education courses for industry professionals. By the time of Mrs. Roth's retirement in 1965, the CIA had increased its enrollment to 400 students and operated a \$2 million facility. Double-class sessions were initiated in 1969 to accommodate a backlog of applications, and an auxiliary campus was leased, but with more than 1,000 students and facilities strained to the maximum, the CIA's administrators launched a nationwide search for a new home. They found it in St. Andrew-on-Hudson, a former Jesuit novitiate in Hyde Park, NY. The new campus opened two years later, with its main building renamed Roth Hall.

In 1971, the Board of Regents of the State of New York granted the CIA a charter to confer the Associate in Occupational Studies (AOS) degree in culinary arts, making it the first culinary college to be so authorized. Other leading-edge associate and bachelor's degree programs, majors, and concentrations were added over the years, cementing the CIA's status as the world's premier culinary college. In 2016, the CIA extended its offerings into post-baccalaureate education with its Wine and Beverage Graduate Certificate Program.

In 1995, the college expanded its global reach by opening its first branch campus, The Culinary Institute of America at Greystone, located in the heart of California's Napa Valley. The CIA's expansion continued in 2008, when The Culinary Institute of America, San Antonio opened its doors in Texas. In 2010, the college opened its first international location, in Singapore. In partnership with the Singapore Institute of Technology, the CIA offers its bachelor's degree program from its location on the Temasek Polytechnic campus.

In 2015, the CIA launched The Food Business School (FBS), its center for executive education. That same year, the college expanded its California campus operations to include Copia, the former center for food, wine, and the arts in downtown Napa. The CIA at Copia offers food and wine education programs, as well as industry leadership conferences and initiatives.

The college introduced its first graduate degree program—and its first primarily online degree offering—in 2018, with the Master of Professional Studies in Food Business. The program also includes three short residencies, at the New York campus and the CIA at Copia in Napa, CA.

From its humble beginnings in a single building in New Haven, CT, today the CIA continues to influence the future of food through its commitment to advancing knowledge, leading our industry, and making a difference in the lives of people all over the world.

Career Opportunities

An education from The Culinary Institute of America (CIA) offers students unparalleled career opportunity in an industry that generates an estimated \$799 billion in annual sales in the United States. In 2017, 14.7 million people are projected to be employed in the foodservice business, making it the nation's second-largest private-sector employer, according to the National Restaurant Association (NRA).

The CIA is represented around the world by more than 49,000 alumni who achieve success across a wide range of careers. They become executive chefs, personal chefs, restaurant and business owners, media personalities, restaurant and hotel chain executives, food writers, research chefs, food and beverage executives, and culinary educators and work in all segments of the foodservice and hospitality industry.

Some graduates of the CIA **associate degree programs** in culinary arts and baking and pastry arts enter the industry as entry-level cooks, bakers, or pastry cooks for restaurants, hotels, country clubs, retail bakeries, and institutions; others choose jobs in dining room service, catering, food research, or kitchen supervision. Still others choose to enroll in the college's **bachelor's degree programs in food business management** to expand their career possibilities to include business management and staff management positions, as well as business ownership, communications, marketing, sales, and more. In addition, **bachelor's in culinary science** graduates can pursue careers in research and development; work for large foodservice operations such as hospitals, schools, and military organizations; serve as field representatives; use science for creative impetus as a restaurant chef; and more. Graduates of the **bachelor's in applied food studies program** are positioned to pursue opportunities in food media and communications, food education, food policy, innovative startups working in sustainable food practices, non-profit advocacy groups, and more. **Bachelor's in hospitality management** graduates are well-positioned to pursue leadership and management positions in hotel food and beverage operations; sales and marketing; restaurant and managed services; events and catering; and many other hospitality industry segments. And graduates of the **bachelor's in culinary arts** program can work in entry-level positions in a variety of industry segments, including catering management, university or corporate dining, research and development, food media, retirement community management, farm-to-table/agricultural product development, and public health and wellness. They may also become entrepreneurs, private chefs, maitres d'hôtel, or grocery and retail chefs.

Graduates of the **Master of Professional Studies in Food Business** degree program can pursue management level positions in restaurants or other foodservice or food and beverage product organizations. With experience in the food industry or related businesses, graduates will be well prepared with the skills to launch their own food industry business as entrepreneurs, or to move into higher level leadership positions within a food industry organization in areas such as innovation, operations, marketing, or finance.

Graduates of the **Accelerated Culinary Arts Certificate Program** gain hands-on culinary skill and knowledge to complement their bachelor's degree in hospitality management, food science, nutrition, or a closely related field. The program prepares them for a multitude of opportunities such as cook, research assistant, restaurant assistant manager, and other entry-level positions.

Graduates of **Master of Professional Studies in Wine Management** can pursue such positions as entry-level food and beverage manager, retail wine and beverage buyer, specialty tasting room associate, or wine steward in fine dining and multi-unit restaurants. With experience, a graduate can become a wine and beverage sales representative in wholesale distribution, work as a beverage director in fine dining, or take on other positions within the food, beverage, and winery segments.

CIA programs are not designed to lead to positions, occupations, trades, or career fields that require licensing in the state of California.

View a list of typical positions held by CIA graduates from the California campus.

Accreditation/Approvals

The Culinary Institute of America—which includes campuses in Hyde Park, NY; St. Helena, CA; and San Antonio, TX; and an additional location in Singapore—is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, 267-284-5000. The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation. Official recognition of this CIA accreditation may be found under "Institutions" on the Middle States website: www.msche.org.

The Culinary Institute of America holds an Absolute Charter issued by the New York State Board of Regents and is approved for veterans training under the G.I. Bill of Rights. The curricula are registered by the New York State Education Department. For more information, contact the New York State Education Department, 89 Washington Avenue, Albany, NY 12234, 518-474-3852.

The Culinary Institute of America is a private postsecondary institution and has been granted a license to operate by the California Bureau for Private Postsecondary Education (Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95834; www.bppe.ca.gov; toll-free phone number: 1-888-370-7589). The definition of approval to operate is compliance with state standards as set forth in the California Private Postsecondary Act of 2009.

The CIA is authorized and regulated by the Texas Workforce Commission, Career Schools and Colleges, 101 East 15 Street, Austin, TX 78778-001, 512-936-3100, <http://csc.twc.state.tx.us>.

The Culinary Institute of America has Certificates of Authorization to operate from the Texas Higher Education Coordinating Board, P.O. Box 12788, Austin, TX 78711, 512-427-6200, www.theccb.state.tx.us.

For further information regarding accreditation and approval, or to review or obtain documents describing accreditation or approval, contact the director of accreditation at 845-451-4613.

Nondiscrimination Statement

The Culinary Institute of America (CIA) is an Equal Opportunity Employer committed to the principle of equal opportunity in education and employment, in compliance with Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and other federal, state, and local laws.

The CIA does not discriminate against applicants, employees, or students on the basis of race, color, sex, sexual orientation, gender identity or gender expression, religion, disability, medical condition as defined under applicable state law, age, genetic information, marital status, veteran status, ancestry, national or ethnic origin, or any other protected group or classification under federal or state laws or regulations. These principles also apply to admissions, financial aid, academic matters, career services, counseling, housing, employment policies, scholarship programs, medical services, and all other programs and activities available at the CIA.

The Culinary Institute of America, pursuant to Title IX, Title VII, and state laws, also prohibits sexual harassment, which includes sexual assault and sexual violence.

The **Senior Director of Faculty Relations** is designated as the Title IX Coordinator and Age Discrimination Act Coordinator for the CIA and is responsible for coordinating compliance with the above applicable laws, statutes, and regulations as set forth in this statement. The **Manager of Faculty Relations** is designated as the Deputy Title IX Coordinator and supports the Title IX Coordinator and Age Discrimination Act Coordinator for the CIA. Inquiries to

the CIA concerning the application of the Age Discrimination Act and Title IX, and their implementing regulations, may be referred to the Title IX and Age Discrimination Act Coordinator, or to the Office for Civil Rights (OCR) of the U.S. Department of Education.

The **Dean of Academic Engagement and Administration** is designated as the Section 504 Coordinator for the CIA and is responsible for coordinating compliance under Section 504 of the Rehabilitation Act of 1973. Inquiries relating to Section 504 may be referred to the Section 504 Coordinator.

Additionally, complaints, including the procedure for filing a complaint regarding this Nondiscrimination Statement and the CIA's compliance with Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and other federal, state, and local laws, may also be directed to the following Civil Rights Compliance Officers:

Joseph Morano, Senior Director—Faculty Relations
Title IX and Age Discrimination Act Coordinator
The Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538
Office: Roth Hall, Room S-324
Telephone: 845-451-1314
E-mail: Joe.Morano@culinary.edu

Danielle Glendenning, Manager—Faculty Relations
Deputy Title IX and Age Discrimination Act Coordinator
The Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538
Office: Roth Hall, Room W-401E
Telephone: 845-905-4369
E-mail: Danielle.Glendenning@culinary.edu

Carolyn Tragni, Dean—Academic Engagement and Administration
Section 504 Coordinator
The Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538
Office: Roth Hall, Room S-319
Telephone: 845-451-1615
E-mail: Carolyn.Tragni@culinary.edu

Or

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Building
400 Maryland Avenue, SW
Washington, DC 20202-1100
Telephone: 1-800-421-3481
Fax: 202-453-6012; TDD: 1-877-521-2172
E-mail: OCR@ed.gov

Not-for-Profit Statement

The Culinary Institute of America is an independent, not-for-profit educational organization [Section 501 (c) (3)] pursuing its mission of providing the highest quality culinary education. This not-for-profit status distinguishes the Institute from others because it enables us to focus on the quality of education rather than on satisfying the investment expectations of shareholders.

Governed by a board of trustees not compensated for its services, the Institute benefits from the guidance of its board members, who represent the hospitality field as well as the professional and educational communities.

Required State of California Regulatory Disclosure

The Culinary Institute of America does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a bankruptcy petition in the last five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the U.S. bankruptcy code.

CIA Locations

The CIA has three campuses across the United States:

The Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538-1499
845-452-9600
www.ciachef.edu/newyork

The Culinary Institute of America at Greystone
2555 Main Street
St. Helena, CA 94574
707-967-1100
www.ciachef.edu/california

The Culinary Institute of America at Copia
500 1st Street
Napa, CA 94559
707-967-2500
www.ciachef.edu/california

The Culinary Institute of America, San Antonio
312 Pearl Parkway, Building 2, Suite 2102
San Antonio, TX 78215
210-554-6400
www.ciachef.edu/texas

The college's additional location in Singapore operates on the campus of Temasek Polytechnic through the CIA's partnership with the Singapore Institute of Technology:

The Culinary Institute of America, Singapore
Temasek Polytechnic
21 Tampines Avenue 1, Block 31
Singapore 529757

+65 6592 1136
www.ciachef.edu/cia-singapore

The Singapore Institute of Technology
10 Dover Drive
Singapore 138683
+65 6592 1136

Professional and Physical Resources

CIA students benefit from the vast experience of our award-winning international faculty of chefs, pastry chefs, bakers, wine and beverage experts, restaurant operations instructors, business management and hospitality teachers, and liberal arts instructors. These professionals have served in some of the best-known restaurants, hotels, resorts, and corporations in the United States and around the world and have worked extensively in their academic specialties.

Students also have at their disposal world-class facilities expressly designed for professional education in culinary arts, baking and pastry arts, culinary science, and wines and beverages. These include kitchens and bakeshops with equipment selected to replicate the professional foodservice environment and student-staffed public restaurants that provide real-life, hands-on experience for students.

New York Campus

Roth Hall, the Colavita Center for Italian Food and Wine, the J. Willard Marriott Education Center, and the Student Commons house 42 professionally equipped kitchens and bakeshops, four student-staffed public restaurants, a demonstration theater, meat and fish fabrication rooms, a commercial storeroom, culinary science lab, sensory lab, the Julius Wile Baccalaureate Center, and athletic facilities. In addition, the General Foods Nutrition Center includes a computer classroom and laboratory, and a nutrition resources center. The Conrad N. Hilton Library is another campus highlight. In addition to the library itself, the 45,000-square-foot facility houses the Learning Strategies Center/Library Learning Commons, television and photography studios, a student computer lab, and a demonstration theater. The Marriott Pavilion features the 800-seat Ecolab Auditorium and a conference space that includes a state-of-the-art kitchen.

California Campus

The historic Greystone building is the hub of degree and certificate program education at the CIA's California campus. Housing five teaching kitchens and three bakeshops in a 3,600-square-foot open-architecture format, the campus also boasts an outdoor area for live-fire cooking, demonstration theaters, and a student-staffed public restaurant. Academic support resources include a library, a student computer lab, the Learning Strategies Center/Library Learning Commons, classrooms and lecture spaces, and student residence halls and lodging.

All class sessions will be held at facilities on the CIA at Greystone campus, 2555 Main Street, St. Helena, CA 94574.

Texas Campus

The CIA San Antonio is housed in a 30,000-square-foot building at the Pearl site near downtown. The facility combines the realism of the professional foodservice environment with an ideal educational setting focusing on student learning and outcomes. Five state-of-the-art teaching kitchens and a professional bakeshop are designed to provide modules and stations at which students can perform their lab exercises and be observed and coached on an individual basis. The Latin kitchen, unlike any other in the world, features both indoor and outdoor cooking facilities. Students

also benefit from other educational facilities that include demonstration theaters, a student-staffed public restaurant, a computer lab, the Learning Strategies Center/Library Learning Commons, and a library.

CIA Singapore

Students at the CIA Singapore enjoy stellar state-of-the-art facilities on the Singapore Institute of Technology's (SIT) campus at Temasek Polytechnic. The CIA Singapore includes teaching kitchens, the student-staffed Top Table Restaurant and Sugarloaf Café, and a library with more than 140,000 volumes of texts and e-resources covering subjects ranging from applied science to wine. Students also have access to sports facilities, student services, meeting rooms, and computer labs.

College Awards

CIA excellence is widely recognized in the industry and community, and the following is just a sampling of the most recent accolades the college has received:

Administration and Staff

- **50 Greatest Pittsburghers of All Time**, *Pittsburgh*, President Tim Ryan '77, 2019
- **Sharing the Spirit Award**, *Napa Valley Register*, Special Events Chef Andrew Wild, 2018
- **Women in Business**, *Hudson Valley*, Associate Vice President and Dean—Student Affairs Kathy Merget, 2018
- **The Power List: The 50 Most Powerful People in Foodservice**, *Nation's Restaurant News* President Tim Ryan '77, 2018, 2017, 2016, 2014
- **America's 50 Most Powerful People in Food**, *The Daily Meal* President Tim Ryan '77, 2017, 2016
- **GlobalChef Award**, *At-Sunrice* Managing Director Eve Felder '88, 2016
- **Foodservice Director of the Month**, *Foodservice Director* Senior Director—Food and Beverage Operations Waldy Malouf '75, March 2016
- **Women of Influence in the Food Industry**, *Griffin Report of Food Marketing* Senior Advancement Officer Lee Ellen Kirk, 2016; Director—Education Jennifer Purcell '96, 2015
- **Visionary Award**, **Hudson Valley Economic Development Corporation** President Tim Ryan '77, 2014
- **Farm-to-Table Award**, *The Valley Table* President Tim Ryan '77, 2013
- **Innovation Award**, **University of California, Los Angeles** President Tim Ryan '77, 2013
- **Lifetime Achievement Award**, **Foodservice Educators Network International** President Tim Ryan '77, 2012
- **Highest Leaf Award**, **Women's Venture Fund** Managing Director Eve Felder '88, 2011
- **Who's Who of Food & Beverage in America**, **James Beard Foundation** President Tim Ryan '77, 2010; Vice President—Strategic Initiatives and Industry Leadership Greg Drescher, 2005; Dean—Culinary Arts Brendan Walsh '80, 1987
- **Silver Plate Award**, **International Foodservice Manufacturers Association** President Tim Ryan '77, 2009
- **Sharing Culinary Traditions Award**, **American Academy of Chefs** President Tim Ryan '77, 2009
- **HeartSaver Award**, **American Heart Association** Safety Dispatcher Al Siefert, Safety Officers Carl Wilson and Robert Barclay, Environmental and Safety Supervisor Neil Garrison, and Communications Manager Jeff Levine, 2016; Safety Supervisor Lyle Burnett, Nurse Kelly O'Connor, Safety Dispatcher Al Seifert, and Safety Officer Carl Wilson, 2008

Faculty

- **40 Under 40 Movers & Shakers, Dutchess County Regional Chamber of Commerce** Lecturing Instructor Allison C. Righter, 2019
- **Grand Champion, Charcuterie Masters Tournament** Assistant Professor Mark Elia, 2017
- **Underrecognized Artist Award, Arts Mid-Hudson** Associate Professor Antonella Pimontese, 2017
- **Antonin Carême Medal, American Culinary Federation** Professor Lars Kronmark, 2013
- **Winner, Cochon 555 Cooking Competition** Professor Lars Kronmark, 2012
- **Best of Show Medals, Société Culinaire Philanthropique Salon of Culinary Art** CIA faculty and students, 2011–2014
- **Prize of Honor, Société Culinaire Philanthropique Salon of Culinary Art** Associate Professor Todd Knaster, 2011; Professor Peter Greweling, 2010; CIA, 2008
- **Third Place, U.S. Finals of the World Chocolate Masters Competition** Professor Stephen Durfee, 2010
- **Hay-Nicolay Dissertation Prize, Abraham Lincoln Institute and Abraham Lincoln Association** Professor Robert Johnson, Jr., 2009

Restaurants

- **The 10 Best New Restaurants in Texas, San Antonio Current** Savor 2020
- **Great American Breakfast Destination, USA Today**, Apple Pie Bakery Café, 2017, 2014
- **Best Place to Impress Your Guests, Hudson Valley** Hyde Park Restaurants, 2017
- **Best French Cuisine, Reader's Pick, Hudson Valley** The Bocuse Restaurant, 2016
- **Best Dessert, Readers' Pick, Hudson Valley** Apple Pie Bakery Café, 2016, 2018
- **Achievement of Excellence Award, American Culinary Federation** The Bocuse Restaurant, 2014; American Bounty Restaurant, 2014; Ristorante Caterina de' Medici, 2014; Apple Pie Bakery Café, 2004
- **Top 10 Restaurants You Should Try, The Culture Trip** Nao, 2014
- **100 Top Restaurants Fit for Foodies, OpenTable.com** The Bocuse Restaurant, 2013
- **Must-Try Eats, San Antonio Express-News** Nao, 2013
- **Best New Restaurant, Downtown Alliance San Antonio** Nao, 2013
- **Great Wine Capitals Best of Wine Tourism Award** Rudd Center for Professional Wine Studies, 2014; Wine Spectator Greystone Restaurant, 2012
- **Clean Plate Award, Restaurant Business** Apple Pie Bakery Café, 2008

College

- **Military Friendly School[®], GI Jobs** CIA, 2011–2016, 2019-2020
- **Brewery of the Year, New York State Craft Beer Competition** The Brewery at the CIA, 2019
- **Two Gold Medals, New York State Craft Beer Competition** Student-Brewed Mise en Place Wit and Class Project Br-Br-Br-Brown Ale, 2019
- **#1 Best College for Culinary Arts in America, Niche.com**, CIA, 2018
- **#1 Best Culinary School in the U.S., The Best Schools** CIA, 2018
- **Pacesetter Award and "You Mean the World to Us" Award, NY Blood Center** CIA, 2018
- **Silver Medal, New York State Craft Beer Competition** Student-brewed Class Project Stay Sharp Saison, 2017
- **Web Award: Best University Website, Web Marketing Association** CIA Digital and Online Media, 2017

- **Hospitality Institution of the Year, The World Gourmet Series Awards of Excellence** CIA Singapore, 2017
- **IACP Cookbook Award, International Association of Culinary Professionals** *The Young Chef: Recipes and Techniques for Kids Who Love to Cook*, 2017; *The Elements of Dessert*, 2014; *Baking and Pastry: Mastering the Art and Craft*, 2nd edition, 2010
- **Innovation Award: Best Academic Institution or Organization, Taste Talks Food & Drink Awards** CIA, 2016
- **Art in Public Places Award, Arts Mid-Hudson** 2016
- **Best Place to Take a Cooking Class, Hudson Valley** CIA, 2016
- **Outstanding Project, Learning by Design** The Egg—Student Commons Building, 2016
- **Culinary Institution of the Year, The World Gourmet Series Awards of Excellence** CIA Singapore, 2015
- **President's Medallion, American Culinary Federation** The Culinary Institute of America, 2014
- **Taste Hall of Fame, The Taste Awards** The Culinary Institute of America, 2014
- **Best Conference App of the Year, Cvent Planner Awards** Worlds of Flavor International Conference and Festival, CIA at Greystone, 2013
- **Outstanding Design, American School & University** Student townhouses, 2013
- **Faces of Diversity Inspiration Award, National Restaurant Association** CIA, 2011
- **Headliner Award, Green-Friendly Organization, Dutchess County Regional Chamber of Commerce** CIA, 2011
- **Gold Level Leadership in Energy and Environmental Design (LEED) Certification, U.S. Green Building Council** Vineyard Lodge II, 2010

Gainful Employment Data (Certificate Programs)

In accordance with U.S. Department of Education reporting guidelines, information pertaining to potential occupations, job placement rates, program on-time completion rate, and other relevant employment data for the Accelerated Culinary Arts Certificate Program and the Wine and Beverage Graduate Certificate Program offered at the California campus may be found on the CIA website at www.ciachef.edu/bppe.

Location of Information

Most of the information pertaining to subjects important to CIA students is available on the Consumer Information page of our website at www.ciachef.edu/consumer-information; some is also available in the responsible office as noted below. The table that follows, in accordance with the federal Higher Education Act, is designed to help students locate information they may need.

INFORMATION	FORMAT	LOCATION
Description of available financial aid	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Financial aid application procedure	Electronic	www.ciachef.edu/consumer-information

		www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Financial aid eligibility requirements	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Selection criteria for aid recipients	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Criteria to determine financial aid awards	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Criteria for continued eligibility	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Satisfactory academic progress and financial aid	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services

Re-establishing eligibility for financial aid	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Method and frequency of financial aid disbursement	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Loan repayment information	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Terms and conditions of federal student loans	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
General Federal Work-Study conditions	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Federal Perkins and Federal Stafford exit counseling information	Printed material	Student Financial and Registration Services
Cost of attendance	Electronic and printed on Enrollment Agreements	www.ciachef.edu/consumer-information Student Financial and Registration

		Services
Specific costs, charges, and fees	Electronic and printed on Enrollment Agreements	www.ciachef.edu/consumer-information Student Financial and Registration Services
Refund policy	Electronic and printed on Enrollment Agreements	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Refund distribution	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-tuition-and-financial-aid Student Financial and Registration Services
Degree and certificate programs	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-academics Office of the Provost
Transfer of credit policies and articulation agreements	Electronic Policy is also printed on Enrollment Agreement for the California campus.	www.ciachef.edu/consumer-information www.ciachef.edu/transfer-credit-policies Office of the Provost; Office of Accreditation
Instructional and physical facilities	Electronic	www.ciachef.edu/consumer-information Office of the Provost
Faculty and instructional personnel	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/cia-faculty-profiles Office of the Provost

Facilities for students with disabilities	Electronic	www.ciachef.edu/consumer-information Disability Policies Learning Strategies Center
Peer-to-peer file sharing policies	Electronic	www.ciachef.edu/consumer-information (scroll to Copyright Infringement) Information Technology Services (ITS) Department
Names, titles, and locations of employees available for information dissemination	Electronic	www.ciachef.edu/consumer-information Student Affairs Office
Graduation rates	Electronic	www.ciachef.edu/consumer-information Office of Assessment and Institutional Research
Degree and certificate placement data	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/bppe/ Office of Assessment and Institutional Research
Supporting accreditation documentation	Electronic and print	www.ciachef.edu/consumer-information www.ciachef.edu/accreditation/ Office of Accreditation
Names of accrediting, approving, or licensing bodies	Electronic	www.ciachef.edu/consumer-information www.ciachef.edu/accreditation/ Office of Accreditation

Institutional security policies and crime statistics*	Electronic Statistics upon request; see footnote.	Annual Security, Fire Safety, and Statistics Report Campus Safety
Campus emergency response information	Electronic Safety and Security Information Report	Annual Security, Fire Safety, and Statistics Report Campus Safety
Crime and fire information**	Electronic and printed information	Annual Security, Fire Safety, and Statistics Report Campus Safety (New York and California)
Missing persons procedure	Electronic	www.ciachef.edu/consumer-information Missing Student Notification Policy Student Handbook: catalog.ciachef.edu , select the handbook from the drop-down Annual Security, Fire Safety, and Statistics Report Campus Safety
Fire safety information	Electronic	Annual Security, Fire Safety, and Statistics Report Campus Safety
Vaccination policy	Electronic	www.ciachef.edu/consumer-information Vaccinations Policy Health Services

* The Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the United States Department of Education (DOE). These statistics can be found via the DOE website search features at <http://ope.ed.gov/security>. A hardcopy report of the statistics may be requested by contacting the director of campus safety at the New York campus at 845-451-1300, and will be provided within 10 days of the request.

** The crime log and the fire log (for fires in on-campus student housing facilities) for the most recent 60-day period are open for public inspection during normal business hours.

Curricula

The Culinary Institute of America offers gold-standard degree and certificate programs that prepare students with the knowledge and skills they need for success in a wide variety of career opportunities in the food, beverage, and hospitality industries.

Students entering the Culinary Institute of America beginning in September 2019 will be required to complete their restaurant training in an expanded series of courses in one restaurant, as part of all degree programs (except for Hospitality Management). Students may reach out to the Senior Associate Dean for Culinary Arts located in Hyde Park, New York for more information or review the course descriptions.

Program offerings vary among its Hyde Park, NY; St. Helena, CA; San Antonio, TX; and Singapore campuses, and are noted in the descriptions that follow.

- Academic Schools—Degrees and Certificates Granted
- HEGIS Codes
- Degree and Certificate Programs
- ProChef Certification
- CIA Institutional Learning Outcomes
- Credit Hours

Associate Degree Programs and Majors

- Associate in Occupational Studies (AOS) Degree Programs—All Majors
- Associate in Applied Science (AAS) Degree Programs—All Majors

Associate in Occupational Studies (AOS) Degree Programs—All Majors

New York and California Campuses

The Culinary Institute of America awards the degree Associate in Occupational Studies (AOS) upon completion of the required curriculum in culinary arts or baking and pastry arts. The degree programs expose students to the different styles and experiences of the college's faculty members, acquaint them with a wide variety of foodservice equipment, and prepare them for whatever area of the foodservice and hospitality industry they choose to enter.

The **AOS degree program in culinary arts** teaches what works in the front and the back of the house and why it works, along with analytical, technological, and effective communication skills, to prepare students for such entry-level positions as chef, caterer, dining services administrator, food researcher, kitchen supervisor, food writer, and more, as well as similar mid-level positions that come with more experience.

The **AOS degree program in baking and pastry arts** provides a broad foundation and understanding of baking and pastry making, along with independent and critical thinking, analytical and technological, applied problem solving, and effective communication skills, and an appreciation for lifelong learning. The program prepares students for entry-level

positions such as baker and pastry chef, as well as more advanced levels such as baking and pastry arts researcher, bakeshop supervisor, and owner/operator that come with more experience.

To qualify for the degree, culinary arts majors and baking and pastry arts majors must successfully complete the entire course of study: four on-campus semesters of about 15 weeks each, plus one externship semester of a minimum of 15 weeks or 600 hours during which students are employed in the foodservice industry. Externship is taken between the second and fourth semesters at CIA-approved sites. All students follow the same sequence. Students need to earn a total of 69 credits for either the culinary arts program or the baking and pastry arts program. They also need to maintain a cumulative grade point average of at least 2.0 to graduate from the associate degree programs.

In addition, to be considered for a degree, CIA students must (a) receive National Restaurant Association (NRA) ServSafe® certification upon completion of the Food Safety course and (b) adhere to food safety certification standards throughout the curriculum.

Program Learning Outcomes—AOS in Culinary Arts

This program emphasizes proficiency in traditional and contemporary culinary techniques, basic baking and pastry skills, service skills, and beverage management. Students will learn the interpersonal skills needed for success in the foodservice industry. Additionally, students will acquire a series of general education skills that are common to most college programs.

- Students will demonstrate skill in culinary methods and techniques, culinary knowledge, nutrition, product knowledge, and food handling and organization.
- Students will practice sanitation and safety skills and will demonstrate strong teamwork, oral communication, and professionalism.
- Students will apply basic management principles and practice service techniques and use of service equipment.

Students will also demonstrate critical thinking, foundations for lifelong learning, information literacy, problem solving, and quantitative literacy.

Program Learning Outcomes—AOS in Baking and Pastry Arts

This program emphasizes proficiency in traditional and contemporary baking and pastry techniques, basic culinary skills, service skills, and beverage management. Students must learn the interpersonal skills needed for success in the foodservice industry. Additionally, students will acquire a series of general education skills that are common to most college programs.

- Students will demonstrate skill in baking and pastry methods and techniques, product knowledge, nutrition, and food handling and organization.
- Students will practice sanitation and safety skills and will demonstrate the ability to use tools and equipment effectively.

Students will also demonstrate inquiry and analysis, technological competency, and quantitative literacy.

Instructional Programs and Schedule

While enrolled in the freshman and sophomore years, students will be assigned to small instructional groups. These groups of normally up to 20 students are scheduled for all laboratory courses, which integrate culinary theory and practice.

Within each group, students will actively participate in learning assignments related to the cleaning and sanitizing of laboratory areas and equipment. Personal hygiene and proper food-handling procedures are emphasized to minimize potential food contamination. Strict sanitation and safety regulations are practiced and enforced. This reflects the college's concern that such practices be an integral part of all foodservice and hospitality operations, for the health and safety of personnel and guests alike.

The college's academic schedule of in-person, online, and hybrid courses ensures that students will progress from basic to intermediate to advanced subject matter in proper sequence. The CIA reserves the right to modify course sequence, content, and offerings.

- Culinary Arts (AOS) (NY) (CA)
- Baking and Pastry Arts (AOS) (NY) (CA)

Associate in Applied Science (AAS) Degree Programs— All Majors

Texas Campus

The Culinary Institute of America awards the Associate in Applied Science (AAS) in culinary arts and baking and pastry arts upon completion of the required curriculum. The CIA's degree program provides students with the broadest culinary arts education possible. It exposes them to the different styles and experiences of the college's faculty members, acquaints them with a wide variety of foodservice equipment, and prepares them for whatever area of the foodservice and hospitality industry they choose to enter.

The Associate in Applied Science (AAS) degree program in culinary arts teaches students what works in the front and the back of the house and why it works, along with analytical, technological, and effective communication skills, to prepare them for such entry-level positions as chef, caterer, dining services administrator, food researcher, kitchen supervisor, food writer, and more, as well as similar mid-level positions that come with more experience.

The AAS degree program in baking and pastry arts provides a broad foundation and understanding of baking and pastry making, along with independent and critical thinking, analytical and technological, applied problem solving, and effective communication skills, as well as an appreciation for lifelong learning. The program prepares students for entry-level positions such as baker and pastry chef, as well as more advanced levels such as baking and pastry arts researcher, bakeshop supervisor, and owner/operator.

To qualify for the degree, culinary arts majors and baking and pastry arts majors must successfully complete the entire course of study: four on-campus semesters of about 15 weeks each, plus one externship semester of a minimum of 15 weeks or 600 hours during which students are employed in the foodservice industry. Externship is taken between the second and fourth semesters at CIA-approved sites. All students follow the same sequence. Students need to earn a total of 69 credits and also need to maintain a grade point average of at least 2.0 to complete the associate degree programs.

In addition, to be considered for a degree, CIA students must (a) receive National Restaurant Association (NRA) ServSafe® certification upon completion of the Introduction to Food Science course and (b) adhere to food safety certification standards throughout the curriculum.

Program Learning Outcomes—AAS in Culinary Arts

This program emphasizes proficiency in traditional and contemporary culinary techniques, basic baking and pastry skills, service skills, and beverage management. Students will learn the interpersonal skills needed for success in the

foodservice industry. Additionally, students will acquire a series of general education skills that are common to most college programs.

- Students will demonstrate skill in culinary methods and techniques, culinary knowledge, product knowledge, and food handling and organization.
- Students will practice sanitation and safety skills and will demonstrate strong teamwork, oral communication, and professionalism.
- Students will apply basic management principles and practice service techniques and use of service equipment.

Students will also demonstrate critical thinking, foundations for lifelong learning, information literacy, problem solving, and quantitative literacy.

Program Learning Outcomes—AAS in Baking and Pastry Arts

This program emphasizes proficiency in traditional and contemporary baking and pastry techniques, basic culinary skills, service skills, and beverage management. Students must learn the interpersonal skills needed for success in the foodservice industry. Additionally, students will acquire a series of general education skills that are common to most college programs.

- Students will demonstrate skill in baking and pastry methods and techniques, product knowledge, and food handling and organization.
- Students will practice sanitation and safety skills and will demonstrate the ability to use tools and equipment effectively.

Students will also demonstrate inquiry and analysis, technological competency, and quantitative literacy.

Instructional Programs and Schedule

While enrolled in the AAS degree program at the Texas campus, students will be assigned to small instructional groups. These groups of normally up to 20 students are scheduled for all laboratory courses, which integrate theory and practice.

Within each group, students will actively participate in learning assignments related to the cleaning and sanitizing of laboratory areas and equipment. Personal hygiene and proper food handling procedures are emphasized to minimize potential food contamination. Strict sanitation and safety regulations are practiced and enforced. This reflects the college's concern that such practices be an integral part of all foodservice and hospitality operations, for the health and safety of personnel and guests alike.

The college's academic schedule of in-person, online, and hybrid courses ensures that students will progress from basic to intermediate to advanced subject matter in proper sequence. The CIA reserves the right to modify course sequence, content, and offerings.

Class Schedules

Sample class schedules for the degree programs follow. Class days are Monday through Friday, and breaks are provided during class sessions.

Students on the AM kitchen/bakeshop schedule

7–11:30 a.m. Lab classes

11:30 a.m.–12:15 p.m.	Lunch
12:15–1:30 p.m.	Lab classes
2–3:20 p.m. and/or 3:45–5:05 p.m.	Liberal arts and/or management classes two or more days per week (in-person, online, or hybrid)

Students on the PM kitchen/bakeshop schedule

8:45–10:05 a.m. and/or 10:30–11:50 a.m.	Liberal arts and/or management classes two or more days per week (in-person, online, or hybrid)
2–6:30 p.m.	Lab classes
6:30–7:15 p.m.	Dinner
7:15–8:30 p.m.	Lab classes

- Baking and Pastry Arts (AAS) (TX)
- Culinary Arts (AAS) (TX)

Culinary Arts (AOS) (NY) (CA)

Graduation Requirements

Culinary Arts Requirements	51 credits
Liberal Arts Courses at the 100 and 200 Level	9 credits
Business Management Courses at the 100 and 200 Level	6 credits
TOTAL FOR ASSOCIATE DEGREE	66 credits

Baking and Pastry Arts (AOS) (NY) (CA)

Graduation Requirements

Baking and Pastry Arts Requirements	52.5 credits
Liberal Arts Courses at the 100 and 200 Level	7.5 credits
Business Management Courses at the 100 and 200 Level	6 credits
TOTAL FOR ASSOCIATE DEGREE	66 CREDITS

Culinary Arts (AAS) (TX)

Graduation Requirements

Culinary Arts Requirements	48 credits
Liberal Arts Courses at the 100 to 300 Level	15 credits
Business Management Courses at the 100 and 200 Level	6 credits
TOTAL FOR ASSOCIATE DEGREE	69 CREDITS

Baking and Pastry Arts (AAS) (TX)

Graduation Requirements

Baking and Pastry Arts Requirements	52.5 credits
Liberal Arts Courses at the 100 and 200 Level	10.5 credits
Business Management Courses at the 100 and 200 Level	6 credits
TOTAL FOR ASSOCIATE DEGREE	69 CREDITS

Bachelor's Degree Programs, Majors, and Concentrations

Bachelor's Degree Programs

The Culinary Institute of America offers a variety of degree programs at the baccalaureate level:

The Food Business Management Major

To be a leader in the increasingly complex and ever-changing foodservice industry, a foodservice professional must be a skilled culinarian, an astute businessperson, and a creative trendsetter. In the CIA's bachelor's degree program in food business management, students will gain the ideal management and cultural knowledge for careers in management, or for creating their own business in the future.

The Food Business Leadership Major

This fully online program was specifically designed to provide CIA students who have already completed an associate degree in Culinary Arts or Baking and Pastry Arts the opportunity to progress their career by earning a bachelor's degree in a readily accessible fashion and continuing as a working professional. Students must provide evidence of four years of progressive work experience after earning the AOS or AAS degree from the CIA.

The Culinary Science Major

The culinary arts and food science are coming together to help innovative chefs create more delicious, flavorful, and healthy foods. Today, CIA graduates are found not only in the kitchens of the most advanced restaurants, but also in the research kitchens of leading foodservice companies. The CIA's bachelor's degree program in culinary science will teach students the scientific foundations of food production and prepare them for exciting research and development (R&D) careers.

The Applied Food Studies Major

The food industry landscape is changing rapidly, and companies are increasingly in need of expertise in food policy, community involvement, global issues, food systems management, and much more. The innovative applied food studies program will prepare students to make an impact—and become influential leaders—in the food industry long after they graduate. By studying food history, cultures, and cuisines in this program, students will be ready to address the many challenges and opportunities facing our diverse world today.

The Culinary Arts Major

Food is big business, and the career opportunities for skilled culinary professionals are more numerous and diverse than ever. In the CIA's bachelor's degree program in culinary arts, students will develop proficiency in traditional and contemporary culinary, beverage, and service techniques. The bachelor's in culinary arts is a degree completion program designed for students who have a significant number of prior earned credits and wish to quickly launch a career in the foodservice and hospitality industry.

The Baking and Pastry Arts Major

The food world continues to grow, and the career opportunities for skilled baking and pastry professionals are more numerous and diverse than ever. In the CIA's bachelor's degree program in baking and pastry arts, students will develop proficiency in traditional and contemporary baking, confectionery, and service techniques. The bachelor's in baking and pastry arts is a degree completion program designed for students who have a significant number of prior earned credits and wish to quickly launch a career in the foodservice and hospitality industry.

The Hospitality Management Major

There is a growing need for educated professionals in the leisure and hospitality sectors who have a strong food background. In the CIA's bachelor's in hospitality management degree, students receive an ideal mix of service management, business, and general education with a strong food and beverage core available only at the CIA. They leave the program well-positioned for careers as leaders in the hospitality and tourism industry.

Details on each of these majors follows.

Bachelor of Business Administration (BBA) Degree Program—Food Business Management Major

New York Campus

The **bachelor's degree program in food business management** fully prepares students for all areas of the industry, in positions such as chef, baker, pastry chef, hotel food services manager, purchasing manager, and dining room manager; management training positions in corporate settings; and, ultimately, upper-management positions such as executive chef, executive pastry chef, restaurant owner, bakeshop owner, hotel culinary services manager, and catering manager. In the program, students develop skills including inquiry and analysis, critical and creative thinking, written and oral communication, and information literacy. They also develop global and intercultural awareness, knowledge of contemporary issues, ethical reasoning, and an appreciation for lifelong learning.

Management students also have the option of taking a concentration to focus their studies on the industry career track that interests them most. Depending on the **academic concentration** chosen, students take one semester of study at the CIA in California, Texas, Singapore, or New York; a semester in Italy; a semester in Spain; or a semester in New York that includes a 10-day culinary tour of Japan:

- Advanced Concepts in Baking and Pastry (semester in California; for baking and pastry arts associate degree graduates only)
- Advanced Wine, Beverage, and Hospitality (semester in California)
- Asian Cuisine: An Edible Journey from Traditional to Contemporary (semester in Singapore)
- Farm-to-Table: Practices of a Sustainable Table (semester in California or New York)
- Intrapreneurship: Driving Innovation from Within an Organization (fully in New York)
- Japanese Cuisine: A Study of Tradition, Flavor, and Culture (semester in New York including 10 days in Japan)
- Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques (semester in Texas)
- Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (semester in Spain)

See Bachelor's Degree Concentrations for more information on these concentrations.

To qualify for the bachelor's degree in food business management, students must be in good standing at the college and earn a total of 132 credits. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program. Students in the Food Business Management major may be eligible to receive up to 36 credits toward their degree for prior course work, certain examinations, military experience, and/or life achievement. Students must schedule a minimum of 15 upper-level courses at the CIA.

Program Learning Outcomes—BBA in Food Business Management

This program is intended to prepare students for positions of leadership in an ever-changing global economy by developing intellectual and practical skills, as well as a sense of personal and social responsibility necessary for effective, reflective, and ethical leadership. The program emphasizes a higher level of proficiency in culinary techniques, baking and pastry skills, service skills, and beverage management. Students will practice the fundamental business and management concepts of the foodservice industry, and learn to analyze business issues and implement solutions.

Communication

- Demonstrate effective written and oral communication skills appropriate for food business management professionals

Problem Solving and Critical Thinking

- Analyze, evaluate and solve managerial problems that utilize quantitative reasoning and critical thinking skills

Professional Knowledge and Skills

- Identify and explain management concepts, principles and processes within operational areas of food businesses

Leadership

- Describe and demonstrate the fundamental principles of leadership and model the behavior of effective food business managers

Cultural and Global Awareness

- To comprehend the challenges and opportunities of working effectively with people in a diverse environment

Instructional Programs and Schedule

While enrolled in the junior and senior years of the bachelor's degree programs, students will attend class over a semester of about 15 weeks. The college's academic schedule ensures that students will progress from intermediate to advanced subject matter in proper sequence.

The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Food Business Management (BBA) (NY) (SG)
- Food Business Management, Advanced Concepts in Baking and Pastry Concentration (BBA) (NY)
- Food Business Management, Advanced Wine, Beverage, and Hospitality Concentration (BBA) (NY)
- Food Business Management, Asian Cuisine: An Edible Journey from Traditional to Contemporary Concentration (BBA) (NY)
- Food Business Management, Beverage Production and Service Concentration (BBA) (NY)
- Food Business Management, Farm-to-Table: Practices of a Sustainable Table Concentration (BBA) (NY)
- Food Business Management, Intrapreneurship: Driving Innovation from Within an Organization Concentration (BBA) (NY)
- Food Business Management, Italian Cuisine: An Edible Journey from Traditional to Contemporary Concentration (BBA) (NY)
- Food Business Management, Japanese Cuisine: A Study of Tradition, Flavor, and Culture Concentration (BBA) (NY)
- Food Business Management, Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques Concentration (BBA) (NY)
- Food Business Management, Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (BBA) (NY)

Bachelor of Business Administration (BBA) Degree Program—Food Business Leadership Major

New York Campus (Online)

The bachelor's degree program in food business leadership prepares students for the next stage in a professional career. Students will be challenged in courses to critically think about course materials by drawing on industry work experiences. Students will develop the skills necessary to progress to upper-management positions such as executive chef, executive pastry chef, restaurant owner, bakeshop owner, hotel culinary services manager, and catering manager. In the program, students develop skills including inquiry and analysis, critical and creative thinking, written and oral communication, and information literacy. They also develop global and intercultural awareness, knowledge of contemporary issues, ethical reasoning, and an appreciation for lifelong learning.

To qualify for the bachelor's degree in food business leadership, students must have completed a CIA AOS or AAS degree and provide evidence of four years of progressive work experience, post-graduation. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program. Students in the Food Business Leadership major may be eligible to receive up to 30 credits toward their degree for prior course work, certain examinations, military experience, and/or life achievement. Students must schedule a minimum of 27 upper-level food business leadership credits at the CIA.

Program Learning Outcomes–BBA in Food Business Leadership

This program is intended to prepare students for positions of leadership in an ever-changing global economy by developing intellectual and practical skills, as well as a sense of personal and social responsibility necessary for effective, reflective, and ethical leadership. The program emphasizes a higher level of proficiency in culinary techniques, baking and pastry skills, service skills, and beverage management. Students will practice the fundamental business and management concepts of the foodservice industry, and learn to analyze business issues and implement solutions.

In addition to foundational and advanced knowledge in business management and leadership studies, the program will additionally focus on the science and nutritional value of food, the history and cultures of food, the economics and sustainability of food systems, and justice and ethics within food systems. Students will follow a curriculum which builds upon both their associate degree and prior industry work experience in order to provide a solid business leadership education with a liberal arts understanding

Communication

- Demonstrate effective written and oral communication skills appropriate for food business leaders

Problem Solving and Critical Thinking

- Analyze, evaluate and solve managerial problems that utilize quantitative reasoning and critical thinking skills

Professional Knowledge and Skills

- Identify and explain leadership concepts, principles and processes within operational areas of food businesses

Leadership

- Describe and demonstrate the fundamental principles of leadership and model the behavior of effective food business leaders

Cultural and Global Awareness

- To comprehend the challenges and opportunities of working effectively with people in a diverse environment

Instructional Programs and Schedule

While enrolled in the program students will attend online class over a semester of about 15 weeks. Some courses will be delivered over the full semester and others will be delivered in a 7-week compressed format. The college's academic schedule ensures that students will progress from intermediate to advanced subject matter in proper sequence.

The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Food Business Leadership (BBA) (NY) (Online)

Bachelor of Professional Studies (BPS) Degree Program–Culinary Science Major

New York Campus

The **bachelor's degree program in culinary science** prepares graduates to pursue careers in research and development (chains and packaged goods); work for large foodservice operations such as hospitals, schools, and military organizations; serve as field representatives; use science for creative impetus as a restaurant chef; and more.

To qualify for the bachelor's degree in culinary science, students must be in good standing at the college and earn a total of 132 credits. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program. Students may be eligible to receive up to 60 credits toward their degree for prior course work, certain examinations, military experience, and/or life achievement. Students must schedule a minimum of 33 upper-level culinary science credits at the CIA.

Program Learning Outcomes—BPS in Culinary Science

In this program, students will apply a science-based understanding of the culinary arts to improve food production systems, food delivery systems, and customer satisfaction. The program compares traditional food production techniques and food delivery systems to new methods using modern equipment technologies. Students will study how culinary science is used to enhance food quality and to advance understanding of food in every area of the foodservice and hospitality industry. The knowledge that students gain will help graduates of this program become leaders and innovators in the food industry.

- Students will achieve advanced culinary skills.
- Students will practice and apply food safety knowledge.
- Students will demonstrate critical thinking, research methods, and scientific reasoning.

Instructional Programs and Schedule

While enrolled in the junior and senior years of the bachelor's degree programs, students will attend class over a 15-week semester. The college's academic schedule ensures that students will progress from intermediate to advanced subject matter in proper sequence.

The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Culinary Science (BPS) (NY)

Bachelor of Professional Studies (BPS) Degree Program—Applied Food Studies Major

New York Campus

The bachelor's degree program in **applied food studies** integrates liberal learning with the CIA's professional education to create a highly experiential food studies curriculum that is practical, critical, and creative. Drawing from a robust collection of food studies courses, this major helps prepare students for responsible citizenship in an increasingly diverse world by considering human differences and connections through the lens of cultures and cuisines. The degree prepares graduates to pursue careers working for advocacy groups, food education and health agencies, food industry

associations, and non-profit organizations, as well as in farm-to-table restaurants, communications and marketing, ecotourism, government policy, and production, sales, and sourcing of products for farm-to-table hospitality.

Applied Food Studies students also have the option of taking a concentration to focus their studies on the industry career track that interests them most. Depending on the **academic concentration** chosen, students take one semester of study at the CIA in California, Texas, Singapore, or New York; a semester in Italy; a semester in Spain; or a semester in New York that includes a 10-day culinary tour of Japan:

- Asian Cuisine: An Edible Journey from Traditional to Contemporary (semester in Singapore)
- Farm-to-Table: Practices of a Sustainable Table (semester in California or New York)
- Japanese Cuisine: A Study of Tradition, Flavor and Culture (semester in New York including 10 days in Japan)
- Latin Cuisine Studies: New World Flavors, Ingredients, and Techniques (semester in Texas)
- Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (semester in Spain)

See Bachelor's Degree Concentrations for more information on these concentrations.

To qualify for the bachelor's degree in applied food studies, students must be in good standing at the college and earn a total of 129 credits. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program. Students may be eligible to receive up to 60 credits toward their degree for prior course work, certain examinations, military experience, and/or life achievement. Students must schedule a minimum of 15 upper-level applied food studies credits at the CIA.

Program Learning Outcomes—BPS in Applied Food Studies

This program is intended to prepare students for positions of leadership in an ever-changing global economy by developing intellectual and practical skills, as well as a sense of personal and social responsibility necessary for effective, reflective, and ethical leadership. The program emphasizes a proficiency in culinary techniques, baking and pastry skills, service skills, and beverage management. Students will actively collaborate in a hands-on learning community that integrates theory and practice to explore challenging and complex issues in food studies.

- Students will execute group projects exploring scholarly and practical issues in food studies.
- Students will recognize the relationship between food and culture, and understand the structure of the current food and farming systems.
- Students will trace the history of human relationship with food, and identify the role of politics, policy, and power relationships in shaping the current global food system.

Instructional Programs and Schedule

While enrolled in the junior and senior year of the bachelor's degree program, students will attend class over a semester of about 15 weeks. The college's academic schedule ensures that students will progress from intermediate to advanced subject matter in proper sequence.

The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Applied Food Studies (BPS) (NY)
- Applied Food Studies, Asian Cuisine: An Edible Journey from Traditional to Contemporary Concentration (BPS) (NY)
- Applied Food Studies, Farm-to-Table: Practices of a Sustainable Table Concentration (BPS) (NY)

- Applied Food Studies, Italian Cuisine: An Edible Journey from Traditional to Contemporary Concentration (BPS) (NY)
- Applied Food Studies, Japanese Cuisine: A Study of Tradition, Flavor, and Culture (BPS) (NY)
- Applied Food Studies, Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques Concentration (BPS) (NY)
- Applied Food Studies, Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (BPS) (NY)

Bachelor of Professional Studies (BPS) Degree Program—Culinary Arts Major

New York Campus

The **bachelor's degree program in culinary arts** is a degree completion program for students with at least 30 eligible transfer credits to matriculate into this program. The program prepares graduates for a variety of foodservice industry positions such as chef, purchasing manager, catering manager, culinary entrepreneur, farm-to-table liaison, research and development chef, private chef, and more.

In the program, students develop skills including inquiry and analysis, critical and creative thinking, written and oral communication, quantitative information literacy, problem-solving, and teamwork. They also build global and intercultural awareness, knowledge of contemporary food systems, and an appreciation for sustainable food resources.

Bachelor's students majoring in culinary arts also have the option of taking a concentration to focus their studies on the industry career track that interests them most. Depending on the **academic concentration** chosen, students take one semester of study at the CIA in California, Texas, Singapore, or New York; a semester in Italy; a semester in Spain; or a semester in New York that includes a 10-day culinary tour of Japan:

- Advanced Wine, Beverage, and Hospitality (semester in California)
- Asian Cuisine: An Edible Journey from Traditional to Contemporary (semester in Singapore)
- Farm-to-Table: Practices of a Sustainable Table (semester in California or New York)
- Japanese Cuisine: A Study of Tradition, Flavor and Culture (semester in New York including 10 days in Japan)
- Latin Cuisine Studies: New World Flavors, Ingredients, and Techniques (semester in Texas)
- Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (semester in Spain)

See Bachelor's Degree Concentrations for more information on these concentrations.

To qualify for the bachelor's degree in culinary arts, students must be in good standing at the college and complete a total of 126 credits. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program. Students may be eligible to receive up to 60 credits toward their degree for prior course work, certain examinations, military experience, and/or life achievement. CIA associate degree graduates with eligible transfer credits from other institutions must also complete at least one semester beyond the associate degree.

Program Learning Outcomes—BPS in Culinary Arts

In this program, students can complete their bachelor's degree while gaining a deep knowledge of the foodservice and hospitality industries. The bachelor's degree program in culinary arts provides an in-depth view of complex food systems taught by seasoned veterans, business owners, restaurateurs, chefs, wine experts, managers, and maître d's. Students will practice the rigor of organization that enables great leaders and great chefs. They will be able to use this culinary vocabulary and skill to communicate globally about flavor, food safety, health and wellness, sustainability and, most important, the joys of achieving great flavors through excellent techniques.

- Students will demonstrate skill in culinary methods and techniques, culinary knowledge, product knowledge, and food handling and organization.
- Students will practice sanitation and safety skills and will demonstrate strong teamwork, oral communication, and professionalism.
- Students will apply basic management principles, and practice service techniques and use of service equipment.

Students will also demonstrate critical thinking, foundations for lifelong learning, information literacy, problem solving, and quantitative literacy.

Instructional Programs and Schedule

While enrolled in this bachelor's degree program, students will attend class over a 15-week semester. The college's academic schedule ensures that students will progress from intermediate to advanced subject matter in proper sequence.

The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Culinary Arts (BPS) (NY)

Bachelor of Professional Studies (BPS) Degree Program—Culinary Arts Major

Texas Campus

The **bachelor's degree program in culinary arts** is a degree completion program for students with at least 60 eligible transfer credits to matriculate into this program. The program prepares graduates for a variety of foodservice industry positions such as chef, purchasing manager, catering manager, culinary entrepreneur, farm-to-table liaison, research and development chef, private chef, and more.

In the program, students develop skills including inquiry and analysis, critical and creative thinking, written and oral communication, quantitative information literacy, problem-solving, and teamwork. They also build global and intercultural awareness, knowledge of contemporary food systems, and an appreciation for sustainable food resources.

Bachelor's students majoring in culinary arts will take the **Latin Cuisine Studies: New World Flavors, Ingredients, and Techniques concentration** that will enhance the students' culinary studies. To qualify for the bachelor's degree in culinary arts, students must be in good standing at the college and complete a total of 126 credits. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program.

Program Learning Outcomes—BPS in Culinary Arts

In this program, students can complete their bachelor's degree while gaining a deep knowledge of the foodservice and hospitality industries. The bachelor's degree program in culinary arts provides an in-depth view of complex food systems taught by seasoned veterans, business owners, restaurateurs, chefs, wine experts, managers, and maître d's. Students will practice the rigor of organization that enables great leaders and great chefs. They will be able to use this culinary vocabulary and skill to communicate globally about flavor, food safety, health and wellness, sustainability, and, most important, the joys of achieving great flavors through excellent techniques.

- Students will demonstrate skill in culinary methods and techniques, culinary knowledge, product knowledge, and food handling and organization.
- Students will practice sanitation and safety skills and will demonstrate strong teamwork, oral communication, and professionalism.
- Students will apply basic management principles, and practice service techniques and use of service equipment.

Students will also demonstrate critical thinking, foundations for lifelong learning, information literacy, problem solving, and quantitative literacy.

Instructional Programs and Schedule

While enrolled in this bachelor's degree program, students will attend class over a 15-week semester. The college's academic schedule ensures that students will progress from intermediate to advanced subject matter in proper sequence.

The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

Culinary Arts (BPS) (TX)

Bachelor of Professional Studies (BPS) Degree Program—Baking and Pastry Arts Major

New York Campus

The bachelor's degree program in baking and pastry arts is a degree completion program for students with at least 30 eligible transfer credits to matriculate into this program. The program prepares graduates for a variety of foodservice industry positions such as executive pastry chef, chocolatier, catering manager, food entrepreneur, bakeshop owner, purchasing manager, and more.

In the program, students develop skills including inquiry and analysis, critical and creative thinking, written and oral communication, quantitative information literacy, problem-solving, and teamwork. They also build global and intercultural awareness, knowledge of contemporary food systems, and an appreciation for sustainable food resources.

Bachelor's students majoring in baking and pastry arts also have the option of taking a concentration to focus their studies on the industry career track that interests them most. Depending on the **academic concentration** chosen, students take one semester of study at the CIA in California, Texas, Singapore, or New York; a semester in Italy; a semester in Spain; or a semester in New York that includes a 10-day culinary tour of Japan:

- Advanced Concepts in Baking and Pastry Arts (semester in California)
- Advanced Wine, Beverage, and Hospitality (semester in California)
- Asian Cuisine: An Edible Journey from Traditional to Contemporary (semester in Singapore)
- Farm-to-Table: Practices of a Sustainable Table (semester in California or New York)
- Japanese Cuisine: A Study of Tradition, Flavor and Culture (semester in New York including 10 days in Japan)
- Latin Cuisine Studies: New World Flavors, Ingredients, and Techniques (semester in Texas)
- Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (semester in Spain)

See Bachelor's degree concentrations for more information on these concentrations.

To qualify for the bachelor's degree in baking and pastry arts, students must be in good standing at the college and complete a total of 126 credits. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program. Students may be eligible to receive up to 60 credits toward their degree for prior course work, certain examinations, military experience, and/or life achievement. CIA associate degree graduates with eligible transfer credits from other institutions must also complete at least one semester beyond the associate degree.

Program Learning Outcomes—BPS in Baking and Pastry Arts

In this program, students can complete their bachelor's degree while gaining a deep knowledge of the foodservice and hospitality industries. The bachelor's degree program in baking and pastry arts provides an in-depth view of advanced baking and pastry taught by seasoned veterans, business owners, master bakers and pastry chefs, wine experts, managers, and maître d's. Students will practice the rigor of organization that enables great leaders, bakers, and pastry chefs. They will be able to use this baking and pastry vocabulary and skill to communicate globally about flavor, food safety, health and wellness, sustainability and, most important, the joys of achieving great flavors through excellent techniques.

- Students will demonstrate skill in baking and pastry methods and techniques, product knowledge, and food handling and organization.
- Students will practice sanitation and safety skills and will demonstrate the ability to use tools and equipment effectively.
- Students will also demonstrate critical thinking skills and strong foundations for lifelong learning.

Instructional Programs and Schedule

While enrolled in this bachelor's degree program, students will attend class over a 15-week semester. The college's academic schedule ensures that students will progress from intermediate to advanced subject matter in proper sequence.

The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Baking and Pastry Arts (BPS) (NY)

Bachelor of Science (BS) Degree Program—Hospitality Management Major

New York Campus

The **bachelor of science program in hospitality management** gives students a strong foundation for successful career options at world-class hotels, restaurants, resorts, and other top tourist attractions and destination management locations. In the program, students learn to blend business savvy, culinary excellence, social engagement, and high-end beverage service while leading teams of professionals to create unique experiences for guests. They sharpen their skills in finance, marketing, staff management, facilities operations, customer service, food and beverage operations, and the latest culinary technology.

To qualify for the bachelor's degree in hospitality management, students must be in good standing at the college and earn a total of 123 credits. Students also need to maintain a grade point average of at least 2.0 to complete the bachelor's degree program. In addition, they are required to have NRA ServSafe® certification as a prerequisite to their internship. Students in the Hospitality Management major may be eligible to receive up to 60 credits toward the degree.

for prior course work, certain examinations, military experience, and/or life achievement. At a minimum, students must complete 30 credits of food and beverage core courses and 18 credits of upper-level hospitality management courses at the CIA to receive their degree.

Program Learning Outcomes–BS in Hospitality Management

The mission of this program is to prepare students for professional careers in hospitality management by providing theory-based instruction and practical experience. Built on the strength of the CIA's culinary tradition, our program is distinctive in that food and beverage management is our curricular focus.

The program provides students with a broad liberal arts education, an understanding of business management, a solid foundation of classes with a food and beverage focus, and hands-on experiences in the hospitality industry. Students complete a management-focused internship prior to graduation.

The hospitality management program prepares students for managerial careers in all facets of the hospitality industry, including restaurants, hotels, resorts, convention and visitors bureaus, tourism, meeting planning organizations, and much more.

Communication

- Demonstrate effective written and oral communication skills appropriate for hospitality professionals

Problem Solving and Critical Thinking

- Analyze, evaluate, and solve managerial problems that utilize quantitative reasoning and critical thinking skills

Professional Knowledge and Skills

- Identify, explain, and apply management concepts, principles and processes within operational areas of hospitality organizations

Leadership

- Describe and demonstrate the fundamental principles of leadership and model the behavior of effective managers

Teamwork

- Demonstrate teamwork by contributing to an individual and shared team goal, and a response to team climate through self, peer, or project evaluation.

Cultural and Global Awareness

- To comprehend the challenges and opportunities of working effectively with people in a diverse environment

Graduation Requirements

- Hospitality Management (BS) (NY)

Bachelor of Business Administration (BBA) Degree Program—Food Business Management Major

CIA Singapore

The CIA offers a bachelor's degree program in food business management to meet the growing demands of the dynamic foodservice and hospitality industry. Providing students with the broadest culinary arts education possible, the program awards the degree Bachelor of Business Administration (BBA). It exposes students to the different styles and experiences of the college's faculty members, acquaints them with a wide variety of foodservice equipment, and prepares them for whatever area of the foodservice and hospitality industry they choose to enter.

The **bachelor's degree program in food business management** fully prepares students for all areas of the industry, in positions such as chef, hotel food services manager, purchasing manager, and dining room manager; management training positions in corporate settings; and, ultimately, upper-management positions such as executive chef, restaurant owner, hotel culinary services manager, and catering manager. In the program, students develop skills including inquiry and analysis, critical and creative thinking, written and oral communication, and information literacy. They also develop global and intercultural awareness, knowledge of contemporary issues, ethical reasoning, and an appreciation for lifelong learning.

To qualify for the bachelor's degree, students must successfully complete an appropriate diploma program, such as the Diploma of Culinary and Catering Management, Diploma of Hospitality and Resort Management, or Diploma of Leisure and Resort Management. In accordance with the transfer credit policy of the CIA, students may transfer 46.5–49.5 credits from the diploma program to the CIA's bachelor's program as follows:

- Students who have graduated from the Diploma of Culinary and Catering Management will be eligible to transfer 49.5 credits.
- Graduates of either the Diploma of Hospitality and Tourism Management or the Diploma of Leisure and Resort Management will be able to transfer 46.5 credits.

Students who have not completed one of the aforementioned diploma programs may still apply for admission. Their transcript will be evaluated based on the transfer credit policy of the CIA, and they may require additional time to complete the program.

At the CIA Singapore, students will take courses that will fulfill the remaining 82.5–85.5 credits, to graduate with a total of 132 credits for the bachelor's degree. The bachelor's degree curriculum consists of 85.5 credits that normally take six semesters (of about 15 weeks each) of study, including a course—currently offered in the U.S.—exploring global cuisines and cultures. In some cases, students may take additional "top up" modules during the six semesters. In addition, to be considered for a degree, students must adhere to food safety certification standards throughout the curriculum.

If students do not have a diploma in a relevant course of study (Culinary and Catering Management, Hospitality and Tourism Management, or Leisure and Resort Management), or grades of a "C" or above in relevant courses for transfer credits, additional course work will be necessary to complete the required 132-credit program. Additional charges may be incurred. Visit the Singapore Institute of Technology (SIT) website at www.SingaporeTech.edu.sg for further details.

Program Learning Outcomes—BBA in Food Business Management

This program is intended to prepare students for positions of leadership in an ever-changing global economy by developing intellectual and practical skills, as well as a sense of personal and social responsibility necessary for

effective, reflective, and ethical leadership. The program emphasizes a higher level of proficiency in culinary techniques, baking and pastry skills, service skills, and beverage management. Students will practice the fundamental business and management concepts of the foodservice industry, and learn to analyze business issues and implement solutions.

Communication

- Demonstrate effective written and oral communication skills appropriate for food business management professionals

Problem Solving and Critical Thinking

- Analyze, evaluate and solve managerial problems that utilize quantitative reasoning and critical thinking skills

Professional Knowledge and Skills

- Identify and explain management concepts, principles and processes within operational areas of food businesses

Leadership

- Describe and demonstrate the fundamental principles of leadership and model the behavior of effective food business managers

Cultural and Global Awareness

- To comprehend the challenges and opportunities of working effectively with people in a diverse environment

Instructional Program and Schedule

While enrolled in the program, students will be assigned to small instructional groups. These groups of normally up to 20 students are scheduled for all laboratory courses, which integrate culinary theory and practice. Within each group, students will actively participate in learning assignments related to the cleaning and sanitizing of laboratory areas and equipment. Personal hygiene and proper food handling procedures are emphasized to minimize potential food contamination. Strict sanitation and safety regulations are practiced and enforced. This reflects the college's concern that such practices be an integral part of all foodservice and hospitality operations, for the health and safety of personnel and guests alike.

The college's academic schedule ensures that students will progress from basic to intermediate to advanced subject matter in proper sequence. The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Food Business Management (BBA) (NY) (SG)

Food Business Management (BBA) (NY) (SG)

Graduation Requirements

Students enrolling in the Food Business Management major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Liberal Arts Electives 3 credits

Business Management Courses at the 100 and 200 Level 6 credits

Business Management Requirements 15 credits

Business Management Electives 9 credits

Advanced Concepts Requirements 3 credits

Free Electives 9 credits

TOTAL FOR BACHELOR'S DEGREE 129 CREDITS

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits
- History and Cultures of Asia (HIST-200) 3.0 credits (Singapore Only)
- History and Cultures of the Americas (HIST-210) 3.0 credits (Singapore Only)

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits

- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Advanced Concepts Requirements

Select one:

- Advanced Cooking (ADVC-301) 3.0 credits
- Advanced Pastry (ADVP-301) 3.0 credits
- Advanced Principles of Service Management in Hospitality (HSBV-380) 3.0 credits

Please note: Students pursuing the BBA at the CIA Singapore who receive transfer credit for a previously completed, hospitality-related internship/externship for which transfer credit has been awarded will be scheduled for a non-credit Professional Bridge.

Food Business Leadership (BBA) (NY) (Online)

Graduation Requirements

Students enrolling in the Food Business Leadership major are encouraged to work with the student's career and academic advisor to select the courses that both meet the graduation requirements of the degree and align with the student's academic goals and career aspirations. All courses will be delivered online. The basic requirements are as follows:

Please note: Credits completed in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

AOS or AAS in Culinary Arts, degree conferred

OR

Baking and Pastry Arts Focus:

AOS or AAS in Baking and Pastry Arts, degree conferred

69 credits

Liberal Arts Requirements	27 credits
Liberal Arts Electives	3 credits
Food Business Leadership Requirements	15 credits
Food Business Leadership Electives	15 credits
TOTAL FOR BACHELOR'S DEGREE	129 CREDITS

New York Campus

Liberal Arts Requirements

Social Science

Industrial and Organizational Psychology (SOCS-175) 3.0 credits

Justice, Ethical Leadership & Truth (LART-260) 3.0 credits

Food, Nutrition & Public Health (SOCS-210) 3.0 credits

Math/Science

Select one:

Calculus I (MTSC-205) 3.0 credits

College Algebra (MTSC-110) 3.0 credits

Introduction to Statistics (MTSC-200) 3.0 credits

Science Fundamentals (MTSC-115) 3.0 credits

Science Fundamentals (MTSC-115) 3.0 credits

Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

French

Italian

Spanish

History and Cultures

Select one:

History and Cultures of Asia (HIST-200) 3.0 credits

History and Cultures of Europe (HIST-205) 3.0 credits

History and Cultures of the Americas (HIST-210) 3.0 credits

Literature and Composition

Literature and Composition (LITC-200)

Economics

Select one:

Principles of Macroeconomics (SOCS-105) 3.0 credits

Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

Business Management 100-200 Courses

Business Management Requirements

Finance (MGMT-255) 3.0 credits **OR**

Managerial Accounting (MGMT-225) 3.0 credits

Business Communications 3.0 credits

Financial Accounting (MGMT-115) 3.0 credits

Human Resource Management (MGMT-210) 3.0 credits

Marketing and Promoting Food (MGMT-205) 3.0 credits

Food Business Leadership Requirements

Food Business Leadership 3.0 credits
Advanced Foodservice Operations 3.0 credits
Project in Food Business Leadership I 3.0 credits
Project in Food Business Leadership II 3.0 credits

Sustainable Food Systems (BPSE-351) 3.0 credits

Applied Food Studies (BPS) (NY)

Graduation Requirements

Students enrolling in the Applied Food Studies major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements follow.

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Liberal Arts Electives 3 credits

Business Management Courses at the 100 and 200 Level 6 credits

Applied Food Studies Requirements 21 credits

Applied Food Studies Electives 6 credits

Free Electives 6 credits

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Applied Food Studies Requirements

- Applied Food Studies (APFS-200) 3.0 credits
- Project in Applied Food Studies (APFS-400) 3.0 credits
- Research Methods (LART-355) 3.0 credits

Select four:

- Anthropology of Food (SOCS-200) 3.0 credits
- **OR**
- The Archaeology of Food (SOCS-205) 3.0 credits
- Ecology of Food (APFS-320) 3.0 credits
- Food History (APFS-310) 3.0 credits
- Food Policy (APFS-420) 3.0 credits
- Sustainable Food Systems (BPSE-351) 3.0 credits
- Building Sustainable Food Communities (APFS-305) 3.0 credits

Culinary Science (BPS) (NY)

Graduation Requirements

Students enrolling in the Culinary Science major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals

and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements follow.

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 30 credits

Business Management Courses at the 100 and 200 Level 6 credits

Culinary Science Requirements 33 credits

TOTAL FOR BACHELOR'S DEGREE 129 CREDITS

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Science

- Science Fundamentals (MTSC-115) 3.0 credits

Statistics

- Introduction to Statistics (MTSC-200) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management 100-200 Courses

Culinary Science Requirements

- Advanced Concepts in Precision Temperature Cooking (CUSC-420) 3.0 credits
- Culinary Chemistry (CUSC-310) 3.0 credits
- Culinary Research and Development (CUSC-410) 3.0 credits
- Culinary Science: Principles and Applications (CUSC-200) 3.0 credits
- Dynamics of Heat Transfer and Physical Properties of Food (CUSC-315) 3.0 credits
- Flavor Science and Perception (CUSC-320) 3.0 credits
- Ingredient Functionality: Texture Development, Stability, and Flavor Release (CUSC-415) 3.0 credits
- Microbial Ecology of Food Systems (CUSC-350) 3.0 credits
- Modern and Industrial Cooking Tools, Techniques, and Ingredients (CUSC-425) 3.0 credits
- Research Methods: Scientific Evaluation of Traditional Cooking Techniques (CUSC-325) 3.0 credits
- Senior Thesis: Culinary Science Research Projects (CUSC-450) 3.0 credits

Culinary Arts (BPS) (NY)

Graduation Requirements

This program is designed for students who wish to complete their bachelor's degree. Therefore, students must have at least 30 eligible transfer credits to matriculate into this program. CIA associate degree graduates with eligible transfer credits from other institutions must also complete at least one semester beyond the associate degree. Students enrolling in the Culinary Arts major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. The basic requirements are as follows:

Culinary Arts Requirements	48 credits
Liberal Arts Courses	27 credits
Liberal Arts Elective	3 credits
Advanced Concepts Requirements (3 credits) AND Approved Culinary Electives (12 credits)	
OR	
Concentration (15 credits)	15 credits
Free Electives	30 credits
TOTAL FOR BACHELOR'S DEGREE	123 CREDITS

New York Campus

Culinary Arts Requirements

(Courses listed in typical sequence)

- Culinary Fundamentals (CULS-100) 6.0 credits
- Mathematical Foundations (MTSC-100) 1.5 credits
- Food Safety (CUSC-100) 1.5 credits
- Introduction to Gastronomy (APFS-150) 1.5 credits
- Introduction to Food Systems (APFS-110) 1.5 credits
- Nutrition (CUSC-110) 1.5 credits
- Principles of Menus and Managing Profitability in Foodservice Operations (MGMT-250) 3.0 credits
- Baking and Pastry Skill Development (BAKE-241) 3.0 credits
- Externship Orientation (EXTN-200) non-credit
- Externship Prep Seminar II (EXTN-205) non-credit
- Introduction to À La Carte Cooking (CULP-115) 3.0 credits
- Meat Identification, Fabrication, and Utilization (CULS-115) 1.5 credits
- Modern Banquet Cookery (CULA-260) 3.0 credits
- Non-Commercial Foodservice and High-Volume Production (CULP-135) 3.0 credits
- Seafood Identification and Fabrication (CULS-116) 1.5 credits
- Externship (Culinary Arts) (EXTN-220) 3.0 credits
- Hospitality, Service, and Restaurant Management (HOSP-350) 6.0 credits

- Cuisines and Cultures of the Americas (CULP-301) 3.0 credits **OR**
- Cuisines and Cultures of Asia (CULP-321) 3.0 credits **OR**
- Cuisines and Cultures of the Mediterranean (CULP-311) 3.0 credits

- Garde Manger (CULP-225) 3.0 credits
- Wine and Beverage Studies (HOSP-355) 1.5 credits

Liberal Arts Courses

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- College Writing (LITC-100) 3.0 credits
- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Advanced Concepts Requirements

Select one:

- Advanced Cooking (ADVC-301) 3.0 credits
- Advanced Pastry (ADVP-301) 3.0 credits
- Advanced Principles of Service Management in Hospitality (HSBV-380) 3.0 credits

Baking and Pastry Arts (BPS) (NY)

Graduation Requirements

This program is designed for students who wish to complete their bachelor's degree. Therefore, students must have at least 30 eligible transfer credits to matriculate into this program. CIA associate degree graduates with eligible transfer credits from other institutions must also complete at least one semester beyond the associate degree. Students enrolling in the Baking and Pastry Arts major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. The basic requirements are as follows:

Baking and Pastry Arts Requirements	48 credits
Liberal Arts Courses	27 credits
Liberal Arts Electives	3 credits
Advanced Concepts Requirements (3 credits) AND Approved Baking and Pastry Electives (12 credits)	
OR	
Concentration (15 credits)	15 credits
Free Electives	30 credits
TOTAL FOR BACHELOR'S DEGREE	123 CREDITS

New York Campus

Baking and Pastry Arts Requirements

(Courses listed in typical sequence)

- Baking and Pastry Techniques (BAKE-105) 6.0 credits
- Baking Ingredients and Equipment Technology (BAKE-110) 1.5 credits
- Food Safety (CUSC-100) 1.5 credits
- Nutrition (CUSC-110) 1.5 credits
- Introduction to the Hospitality Industry (MGMT-100) 1.5 credits
- Introduction to Food Systems (APFS-110) 1.5 credits
- Mathematical Foundations (MTSC-100) 1.5 credits
- Externship Orientation (EXTN-200) non-credit
- Externship Prep Seminar II (EXTN-205) non-credit
- Café Savory Foods Production (BAKE-115) 1.5 credits
- Basic and Classical Cakes (BAKE-205) 3.0 credits
- Individual and Production Pastries (BAKE-215) 3.0 credits
- Baking and Pastry Practical Examination I (BAKE-151) non-credit
- Hearth Breads and Rolls (BAKE-210) 3.0 credits
- Principles of Menus and Managing Profitability in Foodservice Operations (MGMT-250) 3.0 credits
- Introduction to Gastronomy (APFS-150) 1.5 credits
- Externship (Baking & Pastry) (EXTN-225) 3.0 credits
- Confectionery Art and Special Occasion Cakes (BAKE-240) 3.0 credits
- Chocolate and Confectionery Technology and Techniques (BAKE-242) 3.0 credits

- Contemporary Cakes and Desserts (BAKE-245) 3.0 credits
- Wine Studies (HOSP-305) 3.0 credits
- Café Operations (BAKE-254) 3.0 credits

Liberal Arts Courses

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- College Writing (LITC-100) 3.0 credits
- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Advanced Concepts Requirements

Select one:

- Advanced Cooking (ADVC-301) 3.0 credits
- Advanced Pastry (ADVP-301) 3.0 credits
- Advanced Principles of Service Management in Hospitality (HSBV-380) 3.0 credits

Hospitality Management (BS) (NY)

Graduation Requirements

Students enrolling in the Hospitality Management major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. The basic requirements are as follows:

General Education Requirements	45 credits
Liberal Arts Electives	15 credits
Food and Beverage Requirements	30 credits
Business Management Requirements	15 credits
Hospitality Management Requirements	12 credits
Hospitality Management Electives	6 credits
TOTAL FOR BACHELOR'S DEGREE	123 CREDITS

New York Campus

General Education Requirements

Liberal Arts Requirements

- Globalization in Historic and Contemporary Contexts (LART-250) 3.0 credits
- Industrial and Organizational Psychology (SOCS-175) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Justice, Ethical Leadership & Truth (LART-260) 3.0 credits
- Public Speaking (LART-101) 3.0 credits
- Research Methods (LART-355) 3.0 credits

- Science of Food (CUSC-120) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

Writing and Literature

- College Writing (LITC-100) 3.0 credits
- College Writing II (LITC-105) 3.0 credits
- Interpreting Literature (LITC-305) 3.0 credits

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Social Sciences

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Food and Beverage Requirements

- Baking and Pastry Skill Development (BAKE-241) 3.0 credits
- Contemporary Topics in Food and Beverage (HMFB-420) 3.0 credits
- Cuisines and Cultures of the Americas (CULP-301) 3.0 credits
- OR**
- Cuisines and Cultures of Asia (CULP-321) 3.0 credits
- OR**
- Cuisines and Cultures of the Mediterranean (CULP-311) 3.0 credits
- Culinary Fundamentals (CULS-100) 6.0 credits
- Food Product Identification, Selection, and Procurement (HMFB-115) 3.0 credits
- Hospitality Management Internship (HMFB-300) 3.0 credits *
- Introduction to Food and Beverage Management (HMFB-110) 3.0 credits
- Modern Banquet Cookery (CULA-260) 3.0 credits
- Service and Beverage Management (HMFB-210) 3.0 credits

* All Hospitality Management students are required to have NRA ServSafe® certification as a prerequisite to their internship.

Business Management Requirements

- Finance (MGMT-255) 3.0 credits
- Managerial Accounting (MGMT-225) 3.0 credits
- Financial Accounting (MGMT-115) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Hospitality Management Requirements

- Hospitality Facilities and Operations Management (HMHC-315) 3.0 credits
- Hospitality Law (HMHC-310) 3.0 credits
- Managing Technology in the Hospitality Industry (HMHC-320) 3.0 credits
- Strategic Management in the Hospitality Industry (HMHC-490) 3.0 credits

Food Business Management, Advanced Concepts in Baking and Pastry Concentration (BBA) (NY)

Graduation Requirements

Offered in the January, May, and September semesters

Students enrolling in the Food Business Management major with the Advanced Concepts in Baking and Pastry concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Baking and Pastry Arts Focus

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Liberal Arts Electives 3 credits

Business Management Courses at the 100 and 200 Level 6 credits

Business Management Requirements	15 credits
Business Management Electives	6 credits
Concentration Requirements	15 credits
TOTAL FOR BACHELOR'S DEGREE	129 CREDITS

New York Campus

(with one semester at the California campus)

Baking and Pastry Arts Focus

- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian

- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits
- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Advanced Pastry (ADVP-301) 3.0 credits
- Business Planning (MGMT-407) 3.0 credits
- Creative Artisanal Chocolates (ACBP-450) 3.0 credits
- Modern Entremets, Pastries, And Petit Fours (ACBP-452) 3.0 credits
- Pastry Concepts and Design (ACBP-451) 3.0 credits

Food Business Management, Advanced Wine, Beverage, and Hospitality Concentration (BBA) (NY)

Graduation Requirements

Offered in the January, May, and September semesters

Students enrolling in the Food Business Management major with the Advanced Wine, Beverage, and Hospitality concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements area as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Business Management Courses at the 100 and 200 Level 6 credits

Business Management Requirements 15 credits

Business Management Electives 9 credits

Concentration Requirements 15 credits

TOTAL FOR BACHELOR'S DEGREE 129 CREDITS

Required prerequisite for this concentration: Beverage Operations Management (HSBV-305)

New York Campus

(with one semester at the California campus)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits

- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Advanced Principles of Service Management in Hospitality (HSBV-380) 3.0 credits
- Advanced Wine Studies (HSBV-404) 3.0 credits
- La Sommellerie: Developing and Delivering a Professional Beverage Program (HSBV-375) 3.0 credits
- A Sense of Place: Critical Perspectives on the California Wine Industry (LART-400) 3.0 credits
- Spirits and Principles of Mixology (HSBV-300) 3.0 credits

Food Business Management, Asian Cuisine: An Edible Journey from Traditional to Contemporary Concentration (BBA) (NY)

Graduation Requirements

Offered in the January and September semesters

Students enrolling in the Food Business Management major with the Asian Cuisine: An Edible Journey from the Traditional to Contemporary concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits)

60 credits

Liberal Arts Requirements

24 credits

Liberal Arts Electives

3 credits

Business Management Courses at the 100 and 200 Level

6 credits

Business Management Requirements

15 credits

Business Management Electives

6 credits

Concentration Requirements

15 credits

TOTAL FOR BACHELOR'S DEGREE

129 CREDITS

New York Campus

(with one semester at the CIA Singapore)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits

- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Advanced Cooking: Asian (ADVC-301A) 3.0 credits
- Asian Cuisine I (BPSE-423) 3.0 credits
- Asian Cuisine II (BPSE-424) 3.0 credits
- Traditional Foodways, Culinary Customs, and Ingredients of Asia (LART-405) 3.0 credits
- Transcultural Studies (BPSE-425) non-credit
- Concentration Capstone: Asian Cuisine (BPSE-450A) 3.0 credits

Food Business Management, Beverage Production and Service Concentration (BBA) (NY)

Graduation Requirements

Offered in the January, May, and September semesters

Students enrolling in the Food Business Management major with the Beverage Production and Service concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements area as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 63 credits

Liberal Arts Requirements	24 credits
Business Management Courses at the 100 and 200 Level	6 credits
Business Management Requirements	15 credits
Business Management Electives	9 credits
Concentration Requirements	15 credits
TOTAL FOR BACHELOR'S DEGREE	129 CREDITS

Required prerequisite for this concentration: Beverage Operations Management (HSBV-305)

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts 100-200 Courses for Culinary
- OR
- Liberal Arts 100-200 Courses for Baking and Pastry

Liberal Arts Requirements

Social Science

- *Select one:*
- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- MTSC 205 Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management 100-200 Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits OR
- Managerial Accounting (MGMT-225) 3.0 credits
- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- HSBV 365 Art and Science of Brewing (HSBV-365) 3.0 credits
- HSBV 380 Advanced Principles of Service Management in Hospitality (HSBV-380) 3.0 credits
- HSBV 404 Advanced Wine Studies (HSBV-404) 3.0 credits
- HSBV 300 Spirits and Principles of Mixology (HSBV-300) 3.0 credits
- HSBV 405 The Business of Craft (HSBV-405) 3.0 credits

Food Business Management, Farm-to-Table: Practices of a Sustainable Table Concentration (BBA) (NY)

Graduation Requirements

Offered in the May semester

Students enrolling in the Food Business Management major with the Farm-to-Table: Practices of a Sustainable Table concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Requirements (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Business Management Courses at the 100 and 200 Level 6 credits

Business Management Requirements 15 credits

Business Management Electives 9 credits

Concentration Requirements 15 credits

New York Campus

(with one optional semester in California)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian

- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits

- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Advanced Cooking: Farm to Table (ADVC-301F) 3.0 credits
- Ecology of Food (APFS-320) 3.0 credits
- Farm to Fork: Practices of a Sustainable Table (BPSE-402) 3.0 credits
- Sustainable Food Systems (BPSE-351) 3.0 credits
- Chef-Community Relations (BPSE-407) 3.0 credits

Food Business Management, Intrapreneurship: Driving Innovation from Within an Organization Concentration (BBA) (NY)

Graduation Requirements

Offered in the January, May, and September semesters

Students enrolling in the Food Business Management major with the Intrapreneurship: Driving Innovation from Within an Organization concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Liberal Arts Electives 3 credits

Business Management Courses at the 100 and 200 Level 6 credits

Business Management Requirements 18 credits

Concentration Requirements 15 credits

Free Electives 3 credits

TOTAL FOR BACHELOR'S DEGREE 129 CREDITS

New York Campus

(all semesters in New York)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits

- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Corporate Finance (MGMT-260) 3.0 credits
- Financial Accounting (MGMT-115) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Intraventure Operations (MGMT-421) 3.0 credits
- Managerial Accounting (MGMT-225) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Intraventure Critique, Analysis, and Evaluation (MGMT-422) 3.0 credits
- Intraventure Operations Technology (MGMT-317) 3.0 credits
- Intraventure Planning (MGMT-445) 3.0 credits
- Introduction to Corporate Ventures (MGMT-315) 3.0 credits
- Menu Development and Testing (MGMT-330) 3.0 credits

Food Business Management, Japanese Cuisine: A Study of Tradition, Flavor, and Culture Concentration (BBA) (NY)

Graduation Requirements

Offered in the September semester

Students enrolling in the Food Business Management major with the Japanese Cuisine: A Study of Tradition, Flavor and Culture concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career

aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Liberal Arts Electives 3 credits

Business Management Courses at the 100 and 200 Level 6 credits

Business Management Requirements 15 credits

Business Management Electives 6 credits

Concentration Requirements 15 credits

TOTAL FOR BACHELOR'S DEGREE 129 CREDITS

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits

- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Basic Japanese Cuisine (BPSE-440) 3.0 credits
- Advanced Japanese Cuisine (Kaiseki) (ADVC-305) 3.0 credits
- Japan As Inspiration (BPSE-441) 3.0 credits
- Japanese Culture and History (LART-340) 3.0 credits
- Concentration Capstone: Japanese (BPSE-450J) 3.0 credits

Food Business Management, Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques Concentration (BBA) (NY)

Graduation Requirements

Offered in the January and May semesters

Students enrolling in the Food Business Management major with the Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Business Management Courses at the 100 and 200 Level 6 credits

Business Management Requirements 15 credits

Business Management Electives 9 credits

Concentration Requirements 15 credits

TOTAL FOR BACHELOR'S DEGREE 129 CREDITS

New York Campus

(with one semester at the Texas campus)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements

OR

- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)

OR

- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits
- Financial Accounting (MGMT-115) 3.0 credits

- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Advanced Cooking: Latin (ADVC-301L) 3.0 credits
- Ancient Foods in a Modern World: Latin American Crops in the Global Arena (LART-335) 3.0 credits
- Latin Cuisines: Mexico, Central America, and the Caribbean (BPSE-420) 3.0 credits
- Latin Cuisines: South America (BPSE-421) 3.0 credits
- Concentration Capstone: Latin Cuisine (BPSE-450L) 3.0 credits

Food Business Management, Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors Concentration (BBA) (NY)

Graduation Requirements

Offered in the January semester

Students enrolling in the Food Business Management major with the Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits)

60 credits

Liberal Arts Requirements

24 credits

Liberal Arts Electives	3 credits
Business Management Courses at the 100 and 200 Level	6 credits
Business Management Requirements	15 credits
Business Management Electives	6 credits
Concentration Requirements	15 credits
TOTAL FOR BACHELOR'S DEGREE	129 CREDITS

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Business Management Requirements

- Finance (MGMT-255) 3.0 credits **OR**
- Managerial Accounting (MGMT-225) 3.0 credits

- Financial Accounting (MGMT-115) 3.0 credits
- Foodservice Management (MGMT-450) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Concentration Requirements

- Advanced Cooking: Cuisine of the Northern Mediterranean (ADVC-301M) 3.0 credits
- Mediterranean Food Studies (LART-345) 3.0 credits
- Cuisine of the Iberian Peninsula (BPSE-429) 3.0 credits
- Cuisine of the Southern Mediterranean (BPSE-428) 3.0 credits

- Concentration Capstone: Mediterranean (BPSE-450M) 3.0 credits

Applied Food Studies, Asian Cuisine: An Edible Journey from Traditional to Contemporary Concentration (BPS) (NY)

Graduation Requirements

Offered in the January and September semesters

Students enrolling in the program name major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements follow.

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Business Management Courses at the 100 and 200 Level 6 credits

Applied Food Studies Requirements 12 credits

Concentration Requirements 15 credits

TOTAL FOR BACHELOR'S DEGREE 126 CREDITS

New York Campus

(with a semester in Singapore)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements

OR

- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)

OR

- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Applied Food Studies Requirements

- Applied Food Studies (APFS-200) 3.0 credits

Select three:

- Anthropology of Food (SOCS-200) 3.0 credits
- Ecology of Food (APFS-320) 3.0 credits
- Sustainable Food Systems (BPSE-351) 3.0 credits
- Food History (APFS-310) 3.0 credits
- Food Policy (APFS-420) 3.0 credits

Concentration Requirements

- Advanced Cooking: Asian (ADVC-301A) 3.0 credits
- Asian Cuisine I (BPSE-423) 3.0 credits
- Asian Cuisine II (BPSE-424) 3.0 credits
- Traditional Foodways, Culinary Customs, and Ingredients of Asia (LART-405) 3.0 credits
- Transcultural Studies (BPSE-425) non-credit
- Concentration Capstone: Asian Cuisine (BPSE-450A) 3.0 credits

Applied Food Studies, Farm-to-Table: Practices of a Sustainable Table Concentration (BPS) (NY)

Graduation Requirements

Offered in the May semester

Students enrolling in the program name major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals

and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements follow.

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits)

Liberal Arts Requirements

Liberal Arts Elective

Business Management Courses at the 100 and 200 Level

Applied Food Studies Requirements

Applied Food Studies Elective

Concentration Requirements

TOTAL FOR BACHELOR'S DEGREE

New York Campus

(with one optional semester in California)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)

OR

- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Applied Food Studies Requirements

- Applied Food Studies (APFS-200) 3.0 credits
- Research Methods (LART-355) 3.0 credits
- Project in Applied Food Studies (APFS-400) 3.0 credits

Select two:

- Anthropology of Food (SOCS-200) 3.0 credits
- Food History (APFS-310) 3.0 credits
- Food Policy (APFS-420) 3.0 credits
- Building Sustainable Food Communities (APFS-305) 3.0 credits

Concentration Requirements

- Advanced Cooking: Farm to Table (ADVC-301F) 3.0 credits
- Ecology of Food (APFS-320) 3.0 credits
- Farm to Fork: Practices of a Sustainable Table (BPSE-402) 3.0 credits
- Sustainable Food Systems (BPSE-351) 3.0 credits
- Chef-Community Relations (BPSE-407) 3.0 credits

Applied Food Studies, Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques Concentration (BPS) (NY)

Graduation Requirements

Offered in the January and May semesters

Students enrolling in the program name major should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements follow.

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits) 60 credits

Liberal Arts Requirements 24 credits

Business Management Courses at the 100 and 200 Level 6 credits

Applied Food Studies Requirements 21 credits

Concentration Requirements 15 credits

TOTAL FOR BACHELOR'S DEGREE 126 CREDITS

New York Campus

(with one semester in Texas)

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits

- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Applied Food Studies Requirements

- Applied Food Studies (APFS-200) 3.0 credits
- Research Methods (LART-355) 3.0 credits
- Project in Applied Food Studies (APFS-400) 3.0 credits

Select four:

- Anthropology of Food (SOCS-200) 3.0 credits
- Ecology of Food (APFS-320) 3.0 credits
- Sustainable Food Systems (BPSE-351) 3.0 credits
- Food History (APFS-310) 3.0 credits
- Food Policy (APFS-420) 3.0 credits
- Building Sustainable Food Communities (APFS-305) 3.0 credits

Concentration Requirements

- Advanced Cooking: Latin (ADVC-301L) 3.0 credits
- Ancient Foods in a Modern World: Latin American Crops in the Global Arena (LART-335) 3.0 credits
- Latin Cuisines: Mexico, Central America, and the Caribbean (BPSE-420) 3.0 credits
- Latin Cuisines: South America (BPSE-421) 3.0 credits
- Concentration Capstone: Latin Cuisine (BPSE-450L) 3.0 credits

Applied Food Studies, Japanese Cuisine: A Study of Tradition, Flavor, and Culture (BPS) (NY)

Graduation Requirements

Offered in the September semester

Students enrolling in the Applied Food Studies major with the Japanese Cuisine: A Study of Tradition, Flavor and Culture should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements follow.

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 level (7.5 credits)	60 credits
Liberal Arts Requirements	24 credits
Business Management Requirements	6 credits
Applied Food Studies Requirements	21 credits
Concentration Requirements	15 credits
TOTAL FOR BACHELOR'S DEGREE	126 CREDITS

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Culinary Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts)

Liberal Arts Requirements

Social Sciences

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits

- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Applied Food Studies Requirements

- Applied Food Studies (APFS-200) 3.0 credits
- Research Methods (LART-355) 3.0 credits
- Project in Applied Food Studies (APFS-400) 3.0 credits

Select four:

- Anthropology of Food (SOCS-200) 3.0 credits
- Ecology of Food (APFS-320) 3.0 credits
- Food History (APFS-310) 3.0 credits
- Food Policy (APFS-420) 3.0 credits
- Sustainable Food Systems (BPSE-351) 3.0 credits

- Building Sustainable Food Communities (APFS-305) 3.0 credits

Concentration Requirements

- Basic Japanese Cuisine (BPSE-440) 3.0 credits
- Advanced Japanese Cuisine (Kaiseki) (ADVC-305) 3.0 credits
- Japan As Inspiration (BPSE-441) 3.0 credits
- Japanese Culture and History (LART-340) 3.0 credits
- Concentration Capstone: Japanese (BPSE-450J) 3.0 credits

Applied Food Studies, Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors Concentration (BPS) (NY)

Graduation Requirements

Offered in the January semester

Students enrolling in the Applied Food Studies major with the Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. Students choose either the Culinary Arts focus or the Baking and Pastry Arts focus. The basic requirements are as follows:

Please note: Credits earned in the CIA's AOS and AAS degree programs apply towards the requirements of this program.

Culinary Arts Focus:

Culinary Arts Requirements (51 credits)

AND Liberal Arts Courses at the 100 and 200 Level (9 credits)

OR

Baking and Pastry Arts Focus:

Baking and Pastry Arts Requirements (52.5 credits)

AND Liberal Arts Courses at the 100 and 200 Level (7.5 credits)

60 credits

Liberal Arts Requirements

24 credits

Business Management Courses at the 100 and 200 Level

6 credits

Applied Food Studies Requirements

21 credits

Concentration Requirements

15 credits

New York Campus

Culinary Arts or Baking and Pastry Arts Focus

- Culinary Arts Requirements
- OR**
- Baking and Pastry Arts Requirements

Liberal Arts Courses at the 100 and 200 Level

- Liberal Arts Courses (Culinary Arts Focus)
- OR**
- Liberal Arts Courses (Baking and Pastry Arts Focus)

Liberal Arts Requirements

Social Science

Select one:

- Anthropology of Food (SOCS-200) 3.0 credits
- The Archaeology of Food (SOCS-205) 3.0 credits
- Psychology of Human Behavior (SOCS-110) 3.0 credits
- Social Psychology (SOCS-115) 3.0 credits

Math/Science

Select one:

- Calculus I (MTSC-205) 3.0 credits
- College Algebra (MTSC-110) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Science Fundamentals (MTSC-115) 3.0 credits
- Survey of Mathematics (MTSC-105) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Literature and Composition

- Literature and Composition (LITC-200) 3.0 credits

Economics

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Business Management Courses at the 100 and 200 Level

- Business Management Courses

Applied Food Studies Requirements

- Applied Food Studies (APFS-200) 3.0 credits
- Research Methods (LART-355) 3.0 credits
- Project in Applied Food Studies (APFS-400) 3.0 credits

Select four:

- Anthropology of Food (SOCS-200) 3.0 credits
- Ecology of Food (APFS-320) 3.0 credits
- Sustainable Food Systems (BPSE-351) 3.0 credits
- Food History (APFS-310) 3.0 credits
- Food Policy (APFS-420) 3.0 credits
- Building Sustainable Food Communities (APFS-305) 3.0 credits

Concentration Requirements

- Advanced Cooking: Cuisine of the Northern Mediterranean (ADVC-301M) 3.0 credits
- Mediterranean Food Studies (LART-345) 3.0 credits
- Cuisine of the Iberian Peninsula (BPSE-429) 3.0 credits
- Cuisine of the Southern Mediterranean (BPSE-428) 3.0 credits
- Concentration Capstone: Mediterranean (BPSE-450M) 3.0 credits

Hospitality Management, Intrapreneurship: Driving Innovation from Within an Organization Concentration (BS) (NY)

Graduation Requirements

Students enrolling in the Hospitality Management major with the Intrapreneurship: Driving Innovation from Within an Organization concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. The basic requirements are as follows:

General Education Requirements	45 credits
Liberal Arts Electives	15 credits
Food and Beverage Requirements	30 credits
Business Management Requirements	15 credits
Hospitality Management Requirements	12 credits
Hospitality Management Electives	3 credits
Concentration Requirements	18 credits
TOTAL FOR BACHELOR'S DEGREE	138 CREDITS

New York Campus

General Education Requirements

Liberal Arts Requirements

- Globalization in Historic and Contemporary Contexts (LART-250) 3.0 credits
- Industrial and Organizational Psychology (SOCS-175) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Justice, Ethical Leadership & Truth (LART-260) 3.0 credits
- Public Speaking (LART-101) 3.0 credits
- Research Methods (LART-355) 3.0 credits
- Science of Food (CUSC-120) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

Writing and Literature

- College Writing (LITC-100) 3.0 credits
- College Writing II (LITC-105) 3.0 credits
- Interpreting Literature (LITC-305) 3.0 credits

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Social Sciences

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Food and Beverage Requirements

- Baking and Pastry Techniques (BAKE-105) 6.0 credits
- Contemporary Topics in Food and Beverage (HMFB-420) 3.0 credits

- Cuisines and Cultures of the Americas (CULP-301) 3.0 credits
- OR**
- Cuisines and Cultures of Asia (CULP-321) 3.0 credits
- OR**
- Cuisines and Cultures of the Mediterranean (CULP-311) 3.0 credits

- Culinary Fundamentals (CULS-100) 6.0 credits
- Food Product Identification, Selection, and Procurement (HMFB-115) 3.0 credits
- Hospitality Management Internship (HMFB-300) 3.0 credits
- Modern Banquet Cookery (CULA-260) 3.0 credits
- Service and Beverage Management (HMFB-210) 3.0 credits

* All Hospitality Management students are required to have NRA ServSafe® certification as a prerequisite to their internship.

Business Management Requirements

- Corporate Finance (MGMT-260) 3.0 credits
- Managerial Accounting (MGMT-225) 3.0 credits
- Financial Accounting (MGMT-115) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Hospitality Management Requirements

- Hospitality Facilities and Operations Management (HMHC-315) 3.0 credits
- Hospitality Law (HMHC-310) 3.0 credits
- Managing Technology in the Hospitality Industry (HMHC-320) 3.0 credits
- Strategic Management in the Hospitality Industry (HMHC-490) 3.0 credits

Concentration Requirements

- Intraventure Operations (MGMT-421) 3.0 credits
- Intraventure Critique, Analysis, and Evaluation (MGMT-422) 3.0 credits
- Intraventure Operations Technology (MGMT-317) 3.0 credits
- Intraventure Planning (MGMT-445) 3.0 credits
- Introduction to Corporate Ventures (MGMT-315) 3.0 credits
- Menu Development and Testing (MGMT-330) 3.0 credits

Hospitality Management, Beverage Production and Service Concentration (BS) (NY)

Graduation Requirements

Students enrolling in the Hospitality Management major with the Beverage Production and Service concentration should work with their advisor to select the proper mix of in-person, online, or hybrid courses that both meet the graduation requirements of the degree and align with their academic goals and career aspirations. The basic requirements are as follows:

General Education Requirements	45 credits
Liberal Arts Electives	15 credits
Food and Beverage Requirements	30 credits
Business Management Requirements	15 credits
Hospitality Management Requirements	12 credits
Hospitality Management Electives	6 credits
Concentration Requirements	15 credits
TOTAL FOR BACHELOR'S DEGREE	138 CREDITS

New York Campus

General Education Requirements

Liberal Arts Requirements

- Globalization in Historic and Contemporary Contexts (LART-250) 3.0 credits
- Industrial and Organizational Psychology (SOCS-175) 3.0 credits
- Introduction to Statistics (MTSC-200) 3.0 credits
- Justice, Ethical Leadership & Truth (LART-260) 3.0 credits
- Public Speaking (LART-101) 3.0 credits
- Research Methods (LART-355) 3.0 credits
- Science of Food (CUSC-120) 3.0 credits

World Languages and Cultures

Two in the same language, in sequence:

- French
- Italian
- Spanish

Writing and Literature

- College Writing (LITC-100) 3.0 credits
- College Writing II (LITC-105) 3.0 credits
- Interpreting Literature (LITC-305) 3.0 credits

World History

Select two:

- The Ancient and Medieval World (HIST-215) 3.0 credits
- Early Modern to Age of Revolution (HIST-220) 3.0 credits
- The Modern World (HIST-225) 3.0 credits

Social Sciences

Select one:

- Principles of Macroeconomics (SOCS-105) 3.0 credits
- Principles of Microeconomics (SOCS-100) 3.0 credits

Food and Beverage Requirements

- Baking and Pastry Techniques (BAKE-105) 6.0 credits

- Contemporary Topics in Food and Beverage (HMFB-420) 3.0 credits
- Cuisines and Cultures of the Americas (CULP-301) 3.0 credits
OR
- Cuisines and Cultures of Asia (CULP-321) 3.0 credits
OR
- Cuisines and Cultures of the Mediterranean (CULP-311) 3.0 credits
- Culinary Fundamentals (CULS-100) 6.0 credits
- Food Product Identification, Selection, and Procurement (HMFB-115) 3.0 credits
- Hospitality Management Internship (HMFB-300) 3.0 credits
- Introduction to Food and Beverage Management (HMFB-110) 3.0 credits
- Modern Banquet Cookery (CULA-260) 3.0 credits
- Service and Beverage Management (HMFB-210) 3.0 credits

* All Hospitality Management students are required to have NRA ServSafe® certification as a prerequisite to their internship.

Business Management Requirements

- Finance (MGMT-255) 3.0 credits
- Managerial Accounting (MGMT-225) 3.0 credits
- Financial Accounting (MGMT-115) 3.0 credits
- Human Resource Management (MGMT-210) 3.0 credits
- Marketing and Promoting Food (MGMT-205) 3.0 credits

Hospitality Management Requirements

- Hospitality Facilities and Operations Management (HMHC-315) 3.0 credits
- Hospitality Law (HMHC-310) 3.0 credits
- Managing Technology in the Hospitality Industry (HMHC-320) 3.0 credits
- Strategic Management in the Hospitality Industry (HMHC-490) 3.0 credits

Concentration Requirements

- Art and Science of Brewing (HSBV-365) 3.0 credits
- Advanced Principles of Service Management in Hospitality (HSBV-380) 3.0 credits
- Advanced Wine Studies (HSBV-404) 3.0 credits
- Spirits and Principles of Mixology (HSBV-300) 3.0 credits
- The Business of Craft (HSBV-405) 3.0 credits

Master's Degree Programs

- Masters of Professional Studies (MPS) in Food Business
- Masters of Professional Studies (MPS) in Wine and Beverage Management

Master of Professional Studies (MPS) in Food Business

Online Program

The **Master of Professional Studies (MPS) in Food Business** gives students the knowledge, skill set, and tools to launch their own food businesses, lead innovations within a company, and more. This online master's program provides skills and connections unique to the food business. The program offers advanced, food industry-specific learning to assess market opportunity, become a next-level leader, and prepare for what's coming in the food world. Students will be mentored by experts from the food, beverage, and hospitality world along with CIA faculty. In addition to the online courses, the curriculum includes short residencies at both the CIA at Copia in Napa, CA and at the main campus in Hyde Park, NY, where students have the opportunity to network with industry thought leaders at the college's influential *Menus of Change*® conference. The MPS program is offered through the CIA's Food Business School, a part of the CIA's School of Graduate and Professional Studies.

To qualify for the master's degree, students must successfully complete the entire course of study: four online semesters, three on-site residencies, and a final capstone semester online. The program consists of 30 credits, with a total of 78 weeks of course work completed over two years. Students can choose from two program tracks: Restaurant/Foodservice or Food Product/Concept. Once students have successfully completed the required 30 credit hours while maintaining at least a 3.0 grade point average, they will be awarded the Master of Professional Studies degree in Food Business upon graduation.

Program Learning Outcomes—MPS in Food Business

This pioneering online CIA Master of Professional Studies (MPS) in Food Business is designed to equip students with the knowledge and network needed to design, deliver, and lead transformative innovations that address the world's most pressing food-system challenges—as well as its greatest business opportunities. Over the course of the program, students discover and practice new leadership and business skills. They learn how to identify, understand, and anticipate the interlocking trends—in science, consumer tastes, technology, and public policy—facing the food system. Their newfound knowledge, hands-on learning, and connection to the CIA's network will help position them—and the organizations where they work—to lead toward greater and sustainable success.

- Analyze and apply real-world implications of ethics, legal, financial, and safety practices.
- Develop operational strategies connected to food business execution, including analytical and problem-solving skills in decision-making.
- Analyze various models for developing an organizational culture, including hiring practices, human resource management, team-building, the opportunities of international business, and planned growth.
- Examine approaches for food venture formation, financing, stakeholder relations, and exit strategy.
- Assess and evaluate global food systems.
- Analyze the current marketplace, identify food business opportunities, and create market-ready concepts utilizing design thinking skills.
- Demonstrate effective communication skills through listening, negotiations, and presentations.

Graduation Requirements

- Food Business (MPS) (Online)

Master of Professional Studies (MPS) in Wine and Beverage Management

Online Program

The core of the **Master of Professional Studies (MPS) in Wine and Beverage Management** degree program is offered through the CIA's School of Graduate and Professional Studies. The core of this program involves instruction in those topics critical to professionals working in this area of the industry and will enhance prior education in areas of hospitality management, culinary arts, or other related fields.

The objective is to deliver a comprehensive overview of wines and beverages of the world—from varietals and winemaking practices to wine laws, contemporary business practices, and understanding of distribution channels—that will be of immediate value to employers looking to bring a wine and beverage professional into their organizations.

Graduates of the MPS in Wine and Beverage Management will have the skills and knowledge for entry-level positions in food and beverage management, service, wine hospitality, winery sales, distribution, catering, and wine and food event management.

To qualify for the master's degree, students must successfully complete the entire course of study: four online semesters, three on-site residencies, and a final capstone semester online. The program consists of 30 credits, with a total of 78 weeks of course work completed over two years. Once students have successfully completed the required 30 credit hours while maintaining at least a 3.0 grade point average, they will be awarded the Master of Professional Studies in Wine and Beverage Management upon graduation.

Program Learning Outcomes—MPS in Wine and Beverage Management

- Demonstrate an advanced level of proficiency in sensory analysis of wines, distilled spirits, and fermented and non-fermented beverages.
- Analyze similarities and differences between major wine and selected beverage producing regions of the world.
- Analyze complex business issues specifically related to wine and beverages and recommend solutions.
- Examine the synergies between food and beverage – focusing on key processes such as marketing, distribution and retail.
- Develop effective management strategies for relationships with vintners, distillers, distributors, retailers and beverage leaders throughout the United States.
- Demonstrate effective communication skills through collegial online discussion posts, peer reviewing, and developed scholarly writing.

Instructional Program and Schedule

While enrolled in this program, students will be assigned to instructional groups of up to 36 students. These groups are scheduled for all lecture and lab classes together as a team to integrate theory and practice while stressing human relations and communication skills.

Throughout the program, students will actively participate in learning assignments in classrooms specifically designed to support sensory analysis of wines and beverages. Students will progress through the curriculum, building essential knowledge of regional grape growing and winemaking techniques, geography and terroir, wine laws and regulations appropriate to each region of the world, gastronomy, and contemporary service topics. Beverage service topics are woven into each class to comprise a modern lesson in hospitality management that can be immediately applied upon graduation.

The first semester's concurrent class schedule weaves together foundations of viniculture and viticulture as students are simultaneously introduced to systematic, professionally recognized sensory analysis of wines and spirits using a process that gives each student a common language with which to discuss and describe beverages. Beverage management disciplines and the historical context of beverages in world cultures are also explored as a foundation for providing in-depth learnings in wines of the world from traditional regions.

In the second semester, students build upon this knowledge base to further grow and develop expertise in tasting skills while adding deeper knowledge about beverages of the world and ways in which to compose successful, satisfying, and profitable business offerings.

An online graduate seminar spans both semesters resulting in a capstone project for the program.

Supporting exercises, field trips, and special guest speakers provide additional depth and critical real-world examples to the learning experience.

The college's academic schedule ensures that students will progress from basic to intermediate to advanced subject matter in the proper sequence. The CIA reserves the right to modify course sequence, content, and offerings.

Graduation Requirements

- Wine and Beverage Management (MPS) (Online)

Wine and Beverage Management (MPS) (Online)

Graduation Requirements

The Master of Professional Studies program is offered once per year, beginning with a residency in September. Online classes begin in September.

Students enrolling in the Master of Professional Studies in Wine and Beverage Management degree program must complete a specified set of courses, with a cohort, in a particular and set order, to meet the graduation requirements of the degree. All courses are online with the exception of Viticulture and Viniculture, Orientation and Cohort Formation, Global Wine Summit + Framing of Capstone; and Capstone Presentation Residency, which are in-person residencies.

Wine and Beverage Management Requirements	19 credits
Liberal Arts Requirements	2 credits
Business Management Requirements	9 credits
TOTAL FOR GRADUATE CERTIFICATE	30 CREDITS

Online

Wine and Beverage Management Requirements

- Viticulture, Viniculture and Cohort Formation Residency (MWBM-501A) 2.0 credits
- The New World--Northern Hemisphere (MWBM-510) 3.0 credits
- The New World--Southern Hemisphere (MWBM-530) 3.0 credits
- Global Wine Summit and Framing of Capstone (MWBM-501B) 1.0 credits
- The Old World--Northern Wine Countries of Europe (MWBM-540) 3.0 credits
- Spirits, Fermented Beverages, and Non-Alcoholic Beverages (MWBM-550) 3.0 credits
- The Old World--Southern and Eastern Europe (MWBM-560) 3.0 credits
- Capstone Presentation Residency (MWBM-501C) 1.0 credits

Liberal Arts Requirements

- Graduate Seminar and Capstone Project (MWBM-580) 2.0 credits

Business Management Requirements

- Global Wine Business Operations (MWBM-500) 3.0 credits
- Advanced Beverage Management (MWBM-520) 3.0 credits
- Entrepreneurial Innovation and Business for Wine and Beverage (MWBM-570) 3.0 credits

Food Business (MPS) (Online)

Graduation Requirements

The Master of Professional Studies Program is offered once per year, beginning with a residency in August. Classes begin in September.

Students enrolling in the Master of Professional Studies in Food Business degree program must complete a specified set of courses, with a cohort, in a particular and set order, to meet the graduation requirements of the degree. They must also choose from two tracks: Restaurant/Foodservice or Food Product/Concept. All courses are online with the exception of Orientation and Cohort Formation, Framing the Business Playbook, and Practice, Pitch, Present, which are in-person residencies.

Food Business Management Requirements	18 credits
AND	
Restaurant/Foodservice Track (12 credits)	
OR	
Food Product/Concept Track (12 credits)	12 credits
TOTAL FOR MASTER'S DEGREE	30 CREDITS

Online

Food Business Management Requirements

- Cohort Formation (MFBS-501A) 1.0 credits
- Business Fundamentals (MFBS-500) 3.0 credits
- The Science of Food Systems (MFBS-510) 3.0 credits
- Design Thinking for Food (MFBS-520) 3.0 credits
- Ethical Leadership in the Food Business (MFBS-530) 3.0 credits
- Framing the Business Playbook (MFBS-501B) 1.0 credits
- Food Business Playbook (MFBS-580) 3.0 credits
- Practice, Pitch, Present (MFBS-501C) 1.0 credits

Restaurant/Foodservice or Food Product/Concept Track

- Restaurant/Foodservice Track Requirements
- OR**
- Food Product/Concept Track Requirements

Accelerated Culinary Arts Certificate Program

California Campus

The Accelerated Culinary Arts Certificate Program (ACAP) is designed for graduates of baccalaureate programs in hospitality management, food science, nutrition, and other closely related fields who want to understand the inner workings of a professional kitchen, gain skills that will enhance their degree, and provide expanded career opportunities. These skills are developed through hands-on exercises designed to teach culinary techniques and enhance an understanding of flavors and the dynamic interaction of ingredients.

Graduates of the Accelerated Culinary Arts Certificate Program will have the skills and knowledge for such positions as cook, research assistant, restaurant assistant manager, and other entry-level positions.

To qualify for the certificate, students must successfully complete the entire course of study: two on-campus semesters of about 15 weeks each. The program consists of 30 credits of lecture and hands-on participation in a culinary laboratory. The ACAP is approximately 30 weeks in length, and depending on the calendar, students may have an occasional weekday off during the program.

Once students have successfully completed the required 30 credit hours while maintaining at least a 2.0 grade point average and no more than five absences, they will be awarded the "Accelerated Culinary Arts Program" certificate upon graduation.

Program Learning Outcomes—ACAP

- Attain proficiency in traditional and contemporary culinary techniques through hands-on exercises in a professional kitchen environment.
- Acquire background knowledge of world cuisines in order to identify characteristic flavor profiles.
- Learn the tools and function of a professional kitchen in order to apply them towards prior knowledge of hospitality management, food science, and dietetics/nutrition.

Instructional Program and Schedule

While enrolled in the CIA's courses, students will be assigned to small instructional groups. These groups, normally up to 20 students, are scheduled for all practical or laboratory courses, which integrate culinary theory and practice.

Within each group, students will actively participate in learning assignments related to the cleaning and sanitizing of laboratory areas and equipment. Personal hygiene and proper food handling procedures are emphasized to minimize potential food contamination. Strict sanitation and safety regulations are practiced and enforced. This reflects the college's concern that such practices be an integral part of all foodservice and hospitality operations, for the health and safety of personnel and guests alike.

The college's academic schedule ensures that students will progress from basic to intermediate to advanced subject matter in the proper sequence. The CIA reserves the right to modify course sequence, content, and offerings.

Accelerated Culinary Arts Certificate (CA)

Graduation Requirements

Offered once per year, beginning in September

California Campus

Culinary Arts Requirements

- Culinary Fundamentals (CULS-100) 6.0 credits
- Ingredients and Techniques of Fabrication (CULS-105) 3.0 credits
- Introduction to À La Carte Cooking (CULP-115) 3.0 credits
- Contemporary Topics in Culinary Arts (CULS-125) 3.0 credits
- Cuisines and Cultures of Asia (CULP-321) 3.0 credits
- Cuisines and Cultures of the Mediterranean (CULP-311) 3.0 credits
- Baking and Pastry Skill Development (BAKE-241) 3.0 credits
- Cuisines and Cultures of the Americas (CULP-301) 3.0 credits
- Garde Manger (CULP-225) 3.0 credits

Total Credits for Certificate 30.0

Course Descriptions

Descriptions for all courses offered in the degree and certificate programs follow. For a listing of required and elective courses for a given degree or certificate program, please see the Graduation Requirements for that specific program in the Curricula section. Please note that not all electives will be offered each semester. A legend of course number prefixes can be found below.

- Legend of Course Number Prefixes

Creative Artisanal Chocolates (ACBP-450)

Pastry Concepts and Design (ACBP-451)

Modern Entremets, Pastries, And Petit Fours (ACBP-452)

Advanced Cooking (ADVC-301)

Advanced Cooking: Asian (ADVC-301A)

Advanced Cooking: African (ADVC-301AF)

Advanced Cooking: Farm to Table (ADVC-301F)

Advanced Cooking: Italian (ADVC-301I)

Advanced Cooking: Latin (ADVC-301L)

Advanced Cooking: Cuisine of the Northern Mediterranean (ADVC-301M)

Advanced Japanese Cuisine (Kaiseki) (ADVC-305)

Advanced Pastry (ADVP-301)

Viniculture and Viticulture (ADWN-500)

Northern Wine Countries of Europe: The Wines of France, Germany, Austria, Switzerland, and Hungary (ADWN-502)

Old World Wines: Southern and Eastern Europe (ADWN-503)

New World Wines of the Southern Hemisphere, Asia, and the Levant (ADWN-504)

Advanced Beverage Management (ADWN-505)

Fermented and Non-Alcoholic Beverages (ADWN-506)

Global Wine Business Operations (ADWN-507)

The Wines of the New World: Northern Hemisphere (ADWN-508)

Distilled Spirits and Introduction to Mixology (ADWN-509)

Graduate Seminar in Research and Writing (ADWN-510)

Graduate Seminar: Research, Scholarly Writing, Business Project, Part 1 (ADWN-511)

Graduate Seminar: Research, Scholarly Writing, Business Project, Part 2 (ADWN-512)

Introduction to Food Systems (APFS-110)

Introduction to Gastronomy (APFS-150)

Gastronomy (APFS-155)

Applied Food Studies (APFS-200)

Building Sustainable Food Communities (APFS-305)

Food History (APFS-310)

Ecology of Food (APFS-320)

Project in Applied Food Studies (APFS-400)

Food Policy (APFS-420)

Baking and Pastry Techniques (BAKE-105)

Baking Ingredients and Equipment Technology (BAKE-110)

Café Savory Foods Production (BAKE-115)

Baking and Pastry Practical Examination I (BAKE-151)

Principles of Design (BAKE-200)

Specialty Breads (BAKE-202)

Basic and Classical Cakes (BAKE-205)

Hearth Breads and Rolls (BAKE-210)

Individual and Production Pastries (BAKE-215)

Baking and Pastry Practical Examination II (BAKE-230)

Confectionery Art and Special Occasion Cakes (BAKE-240)

Baking and Pastry Skill Development (BAKE-241)

Chocolate and Confectionery Technology and Techniques (BAKE-242)

Contemporary Cakes and Desserts (BAKE-245)

Advanced Baking Principles (BAKE-251)

Café Operations (BAKE-254)

Beverages and Customer Service (BAKE-255)

Restaurant and Production Desserts (BAKE-300)

Global Cuisines and Cultures: Italy (BPSE-200)

Global Cuisines & Cult: France (BPSE-205)

Global Cuisines and Cultures: Spain (BPSE-210)

Global Cuisines & Cult: China (BPSE-215)

Global Cuisines and Cultures: Peru (BPSE-220)

Global Cuisines & Cultures: Costa Rica (BPSE-225)

Global Cuisines and Cultures: U.S. Northern California (BPSE-230)

Global Cuisines and Cultures: Tanzania (BPSE-235)

Food Photography & Food Styling (BPSE-306)

Sustainable Food Systems (BPSE-351)

Science of Nutrition (BPSE-400)

Farm to Fork: Practices of a Sustainable Table (BPSE-402)

Concentration Capstone: Baking & Pastry (BPSE-405)

Women in Leadership (BPSE-406)

Chef-Community Relations (BPSE-407)

Field Experience and Action Plan (BPSE-409)

Senior Thesis: Culinary Arts (BPSE-410)

Latin Cuisines: Mexico, Central America, and the Caribbean (BPSE-420)

Latin Cuisines: South America (BPSE-421)

Asian Cuisine I (BPSE-423)

Asian Cuisine II (BPSE-424)

Transcultural Studies (BPSE-425)

Regional Northern Italian Cuisine (BPSE-426)

Regional Southern Italian Cuisine (BPSE-427)

Cuisine of the Southern Mediterranean (BPSE-428)

Cuisine of the Iberian Peninsula (BPSE-429)

Basic Japanese Cuisine (BPSE-440)

Japan As Inspiration (BPSE-441)

Concentration Capstone: Asian Cuisine (BPSE-450A)

Honors Thesis Seminar (BPSE-450H)

Concentration Capstone: Italian Cuisine (BPSE-450I)

Concentration Capstone: Japanese (BPSE-450J)

Concentration Capstone: Latin Cuisine (BPSE-450L)

Concentration Capstone: Mediterranean (BPSE-450M)

Menu Development (BUSM-242)

Modern Banquet Cookery (CULA-260)

Contemporary Restaurant Cooking (CULA-310)

Formal Restaurant Cooking (CULA-320)

Back of House Restaurant Operations (CULA-350)

Back of House Restaurant Operations - American Bounty (CULA-350A)

Back of House Restaurant Operations - Bocuse (CULA-350B)

Back of House Restaurant Operations - Caterina (CULA-350C)

Introduction to À La Carte Cooking (CULP-115)

High-Volume Production Cookery (CULP-130)

Non-Commercial Foodservice and High-Volume Production (CULP-135)

Garde Manger (CULP-225)

Cuisines of the Americas (CULP-300)

Cuisines and Cultures of the Americas (CULP-301)

Cuisines of the Mediterranean (CULP-310)

Cuisines and Cultures of the Mediterranean (CULP-311)

Cuisines of Asia (CULP-320)

Cuisines and Cultures of Asia (CULP-321)

Global Cuisines (CULP-325)

Culinary Fundamentals (CULS-100)

Ingredients and Techniques of Fabrication (CULS-105)

Meat Identification, Fabrication, and Utilization (CULS-115)

Seafood Identification and Fabrication (CULS-116)

Contemporary Topics in Culinary Arts (CULS-125)

Culinary Practical Examination I (Cooking Practical) (CULS-151)

Culinary Practical Examination I (Written Exam) (CULS-152)

Culinary Practical Examination II (CULS-251)

Food Safety (CUSC-100)

ServSafe Exam (CUSC-100A)

Introduction to Food Science (CUSC-105)

Nutrition (CUSC-110)

Science of Food (CUSC-120)

Culinary Science: Principles and Applications (CUSC-200)

Culinary Chemistry (CUSC-310)

Dynamics of Heat Transfer and Physical Properties of Food (CUSC-315)

Flavor Science and Perception (CUSC-320)

Research Methods: Scientific Evaluation of Traditional Cooking Techniques (CUSC-325)

Microbial Ecology of Food Systems (CUSC-350)

Culinary Research and Development (CUSC-410)

Ingredient Functionality: Texture Development, Stability, and Flavor Release (CUSC-415)

Advanced Concepts in Precision Temperature Cooking (CUSC-420)

Modern and Industrial Cooking Tools, Techniques, and Ingredients (CUSC-425)

Senior Thesis: Culinary Science Research Projects (CUSC-450)

Earn&learn: Post Brew House Attendant (EARN-1405)

Externship Orientation (EXTN-200)

Externship Prep Seminar II (EXTN-205)

Externship Orientation (EXTN-210)

Externship (Culinary Arts) (EXTN-220)

Externship (Baking & Pastry) (EXTN-225)

Food Business Leadership (FBL-300)

Project in Food Business Leadership I (FBL-400)

Project in Food Business Leadership II (FBLS-401)

Elementary French I (FREN-101)

Elementary French II (FREN-102)

Intermediate French (FREN-201)

Professionalism and Life Skills (FRSH-100)

History and Cultures of Asia (HIST-200)

History and Cultures of the Americas (HIST-210)

The Ancient and Medieval World (HIST-215)

Early Modern to Age of Revolution (HIST-220)

The Modern World (HIST-225)

Event Planning I (HMCE-301)

Culinary Tourism I (HMCE-302)

Event Planning II (HMCE-321)

Culinary Tourism II (HMCE-322)

Logistics & Tech for Tourism & Event Planning (HMCE-325)

Applied Event Planning (HMCE-491)

Applied Culinary Tourism (HMCE-492)

Entrepreneurship in Culinary Tourism and Event Planning (HMCE-495)

Introduction to Food and Beverage Management (HMFB-110)

Food Product Identification, Selection, and Procurement (HMFB-115)

Hospitality Internship Orientation (HMFB-200)

Service and Beverage Management (HMFB-210)

Hospitality Management Internship (HMFB-300)

Contemporary Topics in Food and Beverage (HMFB-420)

Hospitality Law (HMHC-310)

Hospitality Facilities and Operations Management (HMHC-315)

Managing Technology in the Hospitality Industry (HMHC-320)

Strategic Management in the Hospitality Industry (HMHC-490)

Managed Service I (HMMS-303)

Managed Service II (HMMS-323)

Hospitality Labor Relations (HMMS-425)

Restaurant Operations: Baking and Pastry (HOSP-201)

Introduction to Hospitality and Customer Service (HOSP-210)

Introduction to Wine Studies (HOSP-300)

Wine Studies (HOSP-305)

Contemporary Hospitality and Service Management (HOSP-310)

Formal Hospitality and Service Management (HOSP-320)

Hospitality, Service, and Restaurant Management (HOSP-350)

Hospitality, Service, and Restaurant Management - American Bounty (HOSP-350A)

Hospitality, Service, and Restaurant Management - Bocuse (HOSP-350B)

Hospitality, Service, and Restaurant Management - Caterina (HOSP-350C)

Wine and Beverage Studies (HOSP-355)

Spirits and Principles of Mixology (HSBV-300)

Beverage Operations Management (HSBV-305)

Beer and Fermented Beverages: History, Cultures, and Styles (HSBV-340)

Art and Science of Brewing (HSBV-365)

La Sommelierie: Developing and Delivering a Professional Beverage Program (HSBV-375)

Advanced Principles of Service Management in Hospitality (HSBV-380)

Advanced Wine Studies (HSBV-404)

The Business of Craft (HSBV-405)

Elementary Italian I (ITAL-101)

Elementary Italian II (ITAL-102)

Intermediate Italian (ITAL-201)

Public Speaking (LART-101)

Globalization in Historic and Contemporary Contexts (LART-250)

Justice, Ethical Leadership & Truth (LART-260)

World Cultures and Cuisines (LART-300)

Equality, the "American Dream," and the Struggle for Wealth (LART-305)

Food Photography and Food Styling (LART-306)

Food and Cultures: France (LART-311)

Food and Cultures: Italy (LART-312)

Food and Cultures: Spain (LART-313)

Food in Film (LART-317)

Food Writing (LART-320)

American Freedom: A People's History of the Constitution (LART-325)

Feasting and Fasting in Latin America (LART-330)

Ancient Foods in a Modern World: Latin American Crops in the Global Arena (LART-335)

Latinx in the United States (LART-336)

Japanese Culture and History (LART-340)

Mediterranean Food Studies (LART-345)

Research Methods (LART-355)

Research Methods for Applied Food (LART-355A)

Shakespeare: Play and Performance (LART-360)

A Sense of Place: Critical Perspectives on the California Wine Industry (LART-400)

Traditional Foodways, Culinary Customs, and Ingredients of Asia (LART-405)

College Writing (LITC-100)

College Writing for ELLs (English Language Learners) (LITC-100A)

College Writing II (LITC-105)

Literature and Composition (LITC-200)

Interpreting Literature (LITC-305)

Mathematics (MATH-111)

Business Fundamentals (MFBS-500)

Cohort Formation (MFBS-501A)

Framing the Business Playbook (MFBS-501B)

Practice, Pitch, Present (MFBS-501C)

The Science of Food Systems (MFBS-510)

Design Thinking for Food (MFBS-520)

Ethical Leadership in the Food Business (MFBS-530)

Legal Strategies and Challenges for the Restaurateur (MFBS-540)

Concept Building, Proving, Prototyping (MFBS-545)

Restaurant Operations and Management Strategies (MFBS-550)

Differentiation, Branding, and Packaging (MFBS-555)

Marketing and Brand Strategies for the Restaurateur (MFBS-560)

Manufacturing, Co-Packing, Supply Chain, and Legal Contracts (MFBS-565)

Real Estate, Capitalization, and Partnership Strategies (MFBS-570)

Sales, Marketing, Distribution (MFBS-575)

Food Business Playbook (MFBS-580)

Introduction to the Hospitality Industry (MGMT-100)

Financial Accounting (MGMT-115)

Marketing and Promoting Food (MGMT-205)

Human Resource Management (MGMT-210)

Managerial Accounting (MGMT-225)

Principles of Menus and Managing Profitability in Foodservice Operations (MGMT-250)

Finance (MGMT-255)

Corporate Finance (MGMT-260)

Business Communication (MGMT-314)

Introduction to Corporate Ventures (MGMT-315)

Hospitality Facilities and Operations Management (MGMT-316)

Intraventure Operations Technology (MGMT-317)

Foodservice Technology (MGMT-325)

Menu Development and Testing (MGMT-330)

Advanced Food Service Operations (MGMT-337)

Introduction to Entrepreneurship (MGMT-340)

Consumer Behavior (MGMT-350)

Current Issues in Hospitality Technology (MGMT-351)

Strategic Management in the Business Environment (MGMT-355)

Personal Finance (MGMT-375)

Organizational Behavior (MGMT-390)

Women in Leadership (MGMT-406)

Business Planning (MGMT-407)

Leadership and Ethics (MGMT-410)

Foodservice Management in Health Care (MGMT-411)

The Business of Craft (MGMT-412)

Intraventure Operations (MGMT-421)

Intraventure Critique, Analysis, and Evaluation (MGMT-422)

Intraventure Planning (MGMT-445)

Foodservice Management (MGMT-450)

Mathematical Foundations (MTSC-100)

Survey of Mathematics (MTSC-105)

College Algebra (MTSC-110)

Science Fundamentals (MTSC-115)

Introduction to Statistics (MTSC-200)

Calculus I (MTSC-205)

Global Wine Business Operations (MWBM-500)

Viticulture, Viniculture and Cohort Formation Residency (MWBM-501A)

Global Wine Summit and Framing of Capstone (MWBM-501B)

Capstone Presentation Residency (MWBM-501C)

The New World--Northern Hemisphere (MWBM-510)

Advanced Beverage Management (MWBM-520)

The New World--Southern Hemisphere (MWBM-530)

The Old World--Northern Wine Countries of Europe (MWBM-540)

Spirits, Fermented Beverages, and Non-Alcoholic Beverages (MWBM-550)

The Old World--Southern and Eastern Europe (MWBM-560)

Entrepreneurial Innovation and Business for Wine and Beverage (MWBM-570)

Graduate Seminar and Capstone Project (MWBM-580)

Professional Practicum (PRAC-200)

Principles of Microeconomics (SOCS-100)

Principles of Macroeconomics (SOCS-105)

Psychology of Human Behavior (SOCS-110)

Social Psychology (SOCS-115)

Industrial and Organizational Psychology (SOCS-175)

Anthropology of Food (SOCS-200)

The Archaeology of Food (SOCS-205)

Food, Nutrition & Public Health (SOCS-210)

Elementary Spanish I (SPAN-101)

Elementary Spanish II (SPAN-102)

Intermediate Spanish (SPAN-201)

Admissions

The Culinary Institute of America seeks candidates for its degree and certificate programs who can demonstrate academic competence and who have a passion for the foodservice industry. Program start dates are offered three times per year in September, January, and April. Most CIA programs have no application deadline. Due to high demand, our admissions team will work with you to ensure that you meet application deadlines for our Texas campus.

Associate and Bachelor's Degree Programs—U.S. Campuses

Admissions Process

The college has a selective admissions process whereby each candidate is evaluated individually. The basic requirements are as follows:

1. **Students must have met all the requirements for a high school diploma or have a GED credential**
2. **A medical exam**

A complete medical examination is required within one year of the student's entry date. An exam form is supplied by the CIA (and is available from CIA Main Menu, the student web portal) for this purpose and must be completed and returned to Student Health Services for review by the school's medical staff. There are no exceptions to this requirement.

Application Procedure

The steps to apply for admission to the degree programs are as follows:

Applicants

1. **Complete the CIA application or Common Application**
 - Read the application carefully and complete all sections. The CIA application is available at www.ciachef.edu/applynow.
 - Applicants with significant experience in the foodservice industry or who are career changers should consider including a copy of their résumé.
2. **Submit a personal statement** (no less than 200 words, no more than 500) telling us why you're passionate about the food and hospitality industry, what experiences you have, and how you feel that your experiences have prepared you for The Culinary Institute of America.
3. **Pay the nonrefundable application fee**
Submit payment of \$50 to The Culinary Institute of America.
4. **Ask for a recommendation.**
 - One character recommendation is required. It should be from an employer, teacher, or professional colleague either within or outside the foodservice industry. In addition, the recommendation should address the your commitment to the food world, problem-solving ability, and persistence in either work or academics. Ask your recommender to complete this recommendation by:
 - using the CIA online form
 - completing the CIA PDF form
 - writing a letter/e-mail following the CIA letter of recommendation guidelines

Or, you can provide CIA Admissions with your recommender's contact information and we will contact them for a verbal recommendation.

5. **Request official transcripts**

Applicants should ask all secondary and postsecondary schools they've attended to send the student's **official** transcripts (not a student copy) directly to CIA Admissions. Official e-transcripts can be e-mailed directly from your school to admissions@culinary.edu or sent via an electronic database such as Parchment, Scribbles, eScript, and CommonApp. Official transcripts can also be mailed to: Admissions Department, The Culinary Institute of America, 1946 Campus Drive, Hyde Park, NY 12538-1499.

- **For applicants who hold an equivalency diploma**, the official test scores must be submitted.
- **For high school students**, the transcript must be complete through the 11th grade, and indicate what courses they'll take in the 12th grade or show their marks for the 12th grade. Applicants must have met all the requirements for a high school diploma or have received an equivalency diploma to enroll at the CIA.
- **Applicants who have matriculated in a college-level degree program** and have completed the equivalent of 24 or more college credits are not required to submit a high school transcript. Academic transcripts are required for all colleges attended.

6. **Submit SAT and/or ACT scores**

The college strongly recommends that students who have taken the SAT and/or ACT include their scores, as they may help students qualify for one or more scholarships.

7. **Submit the required application materials to CIA Admissions**

Materials can be submitted through the student's online application profile; via an electronic database such as Parchment, Scribbles, eScript, and CommonApp; or by mail to: Admissions Department, The Culinary Institute of America, 1946 Campus Drive, Hyde Park, NY 12538-1499.

Most CIA students will have had some experience in food—including culinary classes during high school or college, work in the food industry, or extensive personal cooking or baking activities. If you need to confirm your interest in a food career or your choice of major at the CIA, we recommend that you gain hands-on experience in a classroom, work, or volunteer setting prior to enrolling at the college.

Junior-Year Applicants

CIA associate degree program students

CIA associate degree students interested in pursuing a bachelor's degree program should contact the Center for Career and Academic Advising for the appropriate form.

After completion of the AOS or AAS course work and practicals, students who are accepted into the bachelor's degree program may enroll with two outstanding grades from the final AOS or AAS semester. Passing grades and a cumulative GPA of 2.0 for the associate degree program must be verified during the student's first bachelor's semester in order to continue into the second bachelor's semester.

CIA associate degree graduates

CIA graduates interested in pursuing a bachelor's degree program at the CIA should contact the Center for Career and Academic Advising for the appropriate form. Graduates who are applying for admission should note that they may need to complete any associate-level courses that have been added to the curriculum since they graduated.

All Applicants—Points to Remember:

- Our Admissions Committee reviews all applications, which are valid for 18 months. Please note that the CIA does not return any materials sent as part of the admissions review process. **Do not submit original diplomas and certificates, as they will not be returned.**

- Students accepted to the New York or California campuses for the bachelor's or associate degree may choose to defer their enrollment for personal reasons. The CIA will honor first requests as long as the student's new start date is within 12 months of their original entry date. All subsequent requests for deferment beyond 12 months will require the student to reapply for admission.
- The applicant's prior educational record will be evaluated according to the difficulty of the program undertaken, class rank, and grade point average. Applicants who have vocational training in culinary arts and related disciplines are expected to have strong marks in these areas.
- The application is seen as a direct reflection of a student and the student's interest, motivation, confidence, and academic ability. The CIA will note the student's initiative in expressing and documenting these areas in the application materials.
- All prospective students must demonstrate their proficiency in the English language at a level adequate for success at the CIA. If a student's primary spoken language is other than English, the submission of TOEFL, IELTS, or PTE Academic scores is required as part of the student's application. Please see International Students for details.

Challenge Exam

A student can be awarded credit for Mathematical Foundations by demonstrating knowledge of the course content acquired prior to enrolling at the CIA. This is achieved by earning a passing score on a challenge exam. The math challenge exam tests the concepts that are taught in Mathematical Foundations.

The math challenge exam is recommended for students who:

- Have proven proficiency by having earned an AP math score of 3 or higher,
- Have taken a college-level math course but did not receive credit, or
- Feel confident that prior training or experience in math can fulfill the course requirement.

To receive credit for the Mathematical Foundations course, a score of at least 72% on the math challenge exam is required.

It is highly recommended that students discuss their options with an advisor/counselor in the Admissions Office or Education Department.

For More Information

Please see General Admissions Information.

Bachelor's Degree Program—Singapore

Admissions Process

The college has a selective admissions process whereby each candidate is evaluated individually. The basic requirements are:

1. **A diploma from a Singaporean polytechnic**

Transfer credits have already been mapped out for students with a diploma in culinary and catering management, hospitality and tourism management, or leisure and resort management. If graduates of these programs satisfy the transfer credit policy of the CIA (see Transfer Credit), they will receive credit for the courses already completed during their polytechnic education. These students will follow a typical sequence of courses, which can be found on the CIA Singapore website at www.ciachef.edu/cia-singapore.

Any other students who apply must have their transfer credits mapped specific to their previous diploma program, and may be required to take additional courses. Non-relevant diplomas and other applicants will be considered on a case-by-case basis.

2. Work experience at a non-fast-food establishment with a professional kitchen

The CIA Singapore requires that students gain relevant experience before enrolling by working in a foodservice operation, by completing culinary classes during high school or postsecondary school, or by completing college- or polytechnic-level culinary courses. Time requirements vary by type of experience. Foodservice and hospitality is a rewarding and challenging profession, and this experience requirement is designed to help students understand the realities of working in the foodservice industry and be confident in their career choice.

Application Procedure

The steps to apply for admission to the bachelor's degree program in Singapore are as follows:

1. Review the admissions procedure on the Singapore Institute of Technology's website (www.singaporetech.edu.sg)

Admissions will be open for three months, January–March. During this time, prospective students will apply and their applications will be reviewed. If the Admissions Committee approves a student's application, the student will be invited for a face-to-face interview. The purpose of the interview is to meet and get to know the student, and better understand the student's passion for the food and hospitality industry.

2. Ask for recommendations

Two recommendations are required. One must be from an industry employer that describes the applicant's foodservice experience. The second must be a recommendation from a professional contact (e.g., employer, business associate, mentor), in order to give the Admissions Committee a greater understanding of the student's character and abilities.

To make it easier for a foodservice employer or professional contact to write the letter of recommendation, applicants can download and print the CIA's Letter of Recommendation Guidelines from www.ciachef.edu/cia-singapore and pass them along to the recommender.

For More Information

Please see General Admissions Information.

Master's Degree Program

Admissions Process

To enroll in the CIA master's degree programs, you must meet the following requirements by the program start date:

- Have a bachelor's degree from an accredited U.S. institution, or hold an international equivalent to a bachelor's degree.
- Complete an English proficiency examination if your first language is not English. See the list of examinations the CIA accepts, along with qualifying test scores, under Application Procedure, step #7.

Application materials will be reviewed by CIA admissions, program administration, and the dean of the School of Business and Management.

Application Procedure

The steps to apply for admission to the master's degree program are as follows:

1. **Complete the application.**
 - To apply online, choose one of the following methods:
 - If you have already set up your CIA account, start your application now.
 - If you don't have a CIA account, create one now.
2. **Pay your \$75 application fee.**
 - You can pay by credit card at the end of the online application.
3. **Submit an essay.**

The graduate level programs are a rigorous course of study requiring commitment and professionalism. Please write an essay that describes your purpose for pursuing this master's degree and why you are a strong candidate for the program. Your response should be 500–1,000 words, and include the following:

- Any relevant academic and/or professional achievements that allow us to understand you as a professional
- Specific qualities and/or skills that you possess that can help you excel within this program (Some food and beverage experience is preferred, but not required. Professional experience with transferable skills is highly desirable.)
- Professional and career goals
- Your understanding of the program content (indicating which track you anticipate pursuing) and how you perceive the program content will help you achieve your goals

Applications are reviewed and evaluated individually and holistically by a program-specific committee for the ability to benefit from, and contribute to, this cohort-based program. It is important to include all of the requested components of the essay for consideration.

For the Master's in Food Business, our ideal candidates are looking to further their careers in a way that positively impacts the food system and addresses challenges that our industry faces today. This can be within an organization or in an entrepreneurial endeavor, and in a foodservice focused area or in a food product concept area. Please address this in your essay when writing about your professional and career goals.

In addition, please specify which track you may be interested pursuing during the second year of the program—Restaurant/Foodservice Track or Food Product/Concept Track—and note how your track selection relates to your goals.

4. **Provide a copy of your résumé or CV.**
5. **Ask for one letter of recommendation.**

Through the online application, you will be prompted to provide the contact information for one recommender. That person will then receive an electronic request with instructions for submitting a recommendation through the application portal. The e-mail will be sent immediately upon saving your application.

- The recommendation should be completed by supervisors or professional colleagues who can attest to your professional abilities.
- A recommendation from a former professor is acceptable for applicants with limited professional experience.
- Your recommender can submit the recommendation letter before you submit your application.

6. **Request official transcripts from all previously attended institutions.**

Official transcripts from all undergraduate and graduate institutions in the United States from which credit has been earned should be mailed to the CIA Admissions Office. Transcripts should either be sent in an envelope sealed by the school's registrar, or e-mailed to the CIA via an official online transcript provider.

- If you have already completed your bachelor's degree, your transcript must state your degree and degree conferral date to be considered official.

- If you are currently completing an undergraduate degree, your degree must be conferred by July 1 in order for you to be granted admission. All U.S. institutions must be accredited through one of the bodies officially recognized by the U.S. Department of Education.

Official transcripts from all undergraduate and graduate institutions outside of the United States from which credit has been earned must be submitted to the CIA Admissions Office for review and evaluation. Applicants must demonstrate that they have successfully completed a degree equivalent to a U.S. bachelor's degree before they may be considered for admission to a master's program. Please be advised the CIA will not review graduate applications while a bachelor's degree is in progress at a higher education institution outside the U.S. Applicants applying to a master's program should complete the degree before submitting official transcripts.

7. **Demonstrate English proficiency.**

Graduate coursework at the CIA is reading- and writing-intensive and requires proficiency in written and spoken English.

If English is not your native language, you will be required to demonstrate proficiency through one of the following exams. Your test results must be attached to your application:

- Test of English as a Foreign Language (TOEFL)—minimum score of 80 points with at least 20 points in each band.
- International English Language Testing System (IELTS)—minimum score of 6.0
- Pearson Language Test (PTE)—minimum score of 53
- Cambridge English: Advanced (CAE)—minimum score of 180, with at least 175 points in each section

In lieu of an English Proficiency exam, you may also enroll and complete a program from one of our approved language schools.

All documentation provided with your CIA application must be in English or be accompanied by a notarized translation of the documents into English alongside the original copies

Certificate Programs

Admissions Process

The college has a selective admissions process whereby each candidate is evaluated individually. The basic requirements are as follows:

Program-specific requirements

ACAP—Offered at the California campus, the Accelerated Culinary Arts Certificate Program is open only to students who will have completed a bachelor's degree in hospitality management, restaurant management, food science, nutrition, or closely related field by June 1 of the year of their program date. We may consider other majors in the fields of marketing and public relations. Please submit a personal statement along with your application that speaks to your interest in this field and how your previous education prepares you for success.

Applicants must complete a college-level course in food safety, sanitation, and basic food costing or have equivalent work experience prior to beginning the ACAP.

Application Procedure

The steps to apply for admission are:

1. **Complete the application**

- Read the application carefully and complete all sections. The CIA application is available at <https://www.ciachef.edu/cia-accelerated-culinary-arts-certificate-program/>.

- Applicants with significant experience in the foodservice industry or who are career changers should consider including a copy of their résumé.
2. **Submit a Statement of Purpose**
Each certificate-seeking applicant is expected to complete a Statement of Purpose. This statement should be 300–500 words concerning your purpose for undertaking or continuing your study of culinary arts, your reasons for wanting to study at The Culinary Institute of America, and your professional plans and career goals. You also may explain any special circumstances applicable to your background and elaborate on relevant academic and/or professional achievements.
 3. **Pay the nonrefundable application fee**
Submit payment of \$50 to The Culinary Institute of America.
 4. **Provide a copy of your résumé or CV.**
 5. **Request a recommendation**
The letter of recommendation should be from a senior administrator or faculty member associated with the program from which the applicant has graduated or will graduate. Applicants who have been out of school for more than five years should substitute a letter of recommendation from their current employer.
 6. **Request official transcripts**
Applicants should ask all secondary and postsecondary schools they've attended to send the student's **official** transcripts (not a student copy) directly to CIA Admissions. Academic transcripts are required for all colleges the applicant has attended. Transcripts can be received in paper version or electronically directly from the school.
 7. **Submit the required application materials to CIA Admissions**
Materials can be submitted through the student's online application or sent in the mail to: Admissions, The Culinary Institute of America, 1946 Campus Drive, Hyde Park, NY 12538-1499.

All Applicants—Points to Remember:

- Our Admissions Committee reviews all applications, which are valid for 18 months. Please note that the CIA does not return any materials sent as part of the admission review process. **Do not submit original diplomas and certificates, as they will not be returned.**
- The applicant's prior educational record will be evaluated according to the difficulty of the program undertaken, class rank, and grade point average. Applicants who have coursework in subjects related to the program for which they are applying are expected to have strong marks in these areas.
- The application is seen as a direct reflection of a student and the student's interest, motivation, confidence, and academic ability. The CIA will note the student's initiative in expressing and documenting these areas in the application materials.
- All prospective students must demonstrate their proficiency in the English language at a level adequate for success at the CIA. If a student's primary spoken language is other than English, the submission of English language proficiency scores is required as part of the student's application. Please see International Students for details.

Campus Visits

Prospective students are encouraged to come see the CIA firsthand. Admissions Information Sessions and Open Houses are scheduled throughout the year, giving prospective students a chance to talk with admissions representatives, faculty, and current students. Call 1-800-CULINARY or visit www.ciachef.edu for session dates.

General Admissions Information—All Programs

Catalog and Enrollment Agreement

Prospective students are encouraged to review the CIA *Academic Catalog* prior to signing an enrollment agreement.

California Campus

Students are also encouraged to review the School Performance Fact Sheet, which must be provided to the student prior to their signing an enrollment agreement.

Technical Standards

In order to reflect the requirements and standards of the foodservice and hospitality industry, The Culinary Institute of America requires all students to meet certain essential functions/technical standards needed for successful completion of all phases of our education programs. To participate in and successfully complete the CIA's degree and certificate programs, each student, with or without reasonable accommodations, must be able to meet these standards.

CIA Learning Strategies/Library Learning Commons staff members are also available to assist students with a disability in determining if their documentation is appropriate and current, and to answer any additional questions. For further information about our disability services, visit www.ciachef.edu or call 845-451-1219 or 845-451-1288 (NY), 707-967-2406 (CA), or 210-554-6465 (TX).

Withdrawal of Application

Applicants who have not visited the school prior to enrollment will have the opportunity to withdraw without penalty within three business days following either the regularly scheduled orientation procedures or following a tour of the facilities and inspection of equipment where training and services are provided.

Articulation Agreements

The CIA has articulation agreements in place with other educational organizations, including high schools and National Student Organizations (NSOs). The college also has articulation agreements with Orange County Community College and Rockland Community College, both in New York State. Visit the CIA website to view the complete list of participating organizations.

Transfer Credit

The CIA may allow individuals who have earned college credits at an accredited college and/or university and/or through select examinations and/or through the military and/or through life achievement to be awarded up to 60 credits towards a CIA undergraduate degree, or up to six credits towards the Master of Professional Studies degree. Because of the unique nature of the CIA's curricula, only select course work can be considered for transfer credit. The CIA does not accept transfer credits for laboratory courses (unless specifically negotiated under an articulation agreement or approved by the CIA as an elective) in culinary arts, baking and pastry arts, or hospitality and service management courses. Course work evaluated and deemed acceptable based on its content and comparability relative to standard college/university curricula will be awarded college transfer credit consistent with the CIA's Transfer Credit Policy.

Transfer credit requests are reviewed by the appropriate dean/associate dean to determine the equivalency in content and level to CIA courses or categories. Transfer credit assignment to a particular major is dependent on the specific courses and distribution requirements deemed appropriate for transfer into that major.

Questions about transfer credit should be directed to the Center for Career and Academic Advising at transfercredits@culinary.edu.

Approval Criteria

The following parameters must be met to transfer credit:

- A student may be eligible to receive up to 60 credits toward a degree for prior course work, certain examinations, military experience, and/or life achievement.
- Any course from another higher education institution for which transfer credit is requested should normally be from an accredited college and/or university as relevant to a particular major.
- A student must have completed the course to be transferred from another institution with a grade of "C" or better for undergraduate courses, and a grade of "B" or better for graduate courses.
- Transferred courses are not calculated into a student's overall grade point average.

The following additional parameters also apply, as relevant:

- A student took the College Board AP exam and received a "4" or higher.
 - The CIA will accept AP Calculus and AP Statistics if the student received a "3" or higher.
- A student took selected CLEP exams or DSST exams with qualifying scores as determined by the grading authority.
- A student took International Baccalaureate (IB) courses with qualifying scores as determined by the grading authority.
- A student will receive credit if the student successfully completes the CIA Math Challenge Exam.
- A student may receive college credit for military courses evaluated by the American Council on Education (ACE). The student may also receive college credit for military experience through the Life Achievement Portfolio.
- A student may receive credit for life achievement for experiences outside traditional college courses that meet the learning objectives of those courses. The student will be charged according to the fee listed in Fees That May Be Assessed.
- Culinary arts and baking and pastry arts students may be eligible to receive externship credit based on work experience.
- Non-credit-bearing in-class or online courses will be considered only as part of a Life Achievement Portfolio.

Please note:

- Credits accepted for transfer may count toward the completion of degree requirements but are not calculated in a student's grade point average at the college.
- Tuition charges are assessed based on full-time study, with each semester ranging between 12–18 credits. Students who take fewer or more than the full-time course load will be charged according to the fee listed in Fees That May Be Assessed.
- Students who receive transfer credit and wish to supplement their semester courses may take an Independent Study course or elective with the permission of the appropriate academic dean.
- The transferability of credits you earn at the CIA is at the complete discretion of an institution to which you seek to transfer.

Appeal Process

The transfer credit appeal process must be in accordance with the following procedures:

1. The student must review the transfer credit evaluation with the transfer credit coordinator.
2. The student must submit a written statement outlining the reasons the student should be awarded credit (one page maximum).

3. The student must provide a detailed course guide or syllabus and course description from the catalog.
4. The student must submit the materials with the transfer credit appeal application to the dean for academic engagement and administration.
5. Within five business days, the student will receive confirmation via e-mail that the appeal is being reviewed by the vice president of academic affairs. If the student does not receive confirmation, the student should contact the transfer credit coordinator.
6. Within 10 business days, the vice president for academic affairs will render a final decision. If the appeal is granted, the transfer credit coordinator will make the necessary changes for the transfer of credit.

How to be Considered for Transfer Credit

Incoming students

To be evaluated for transfer credit at the CIA, incoming students should follow the college's application procedure for admission:

- Complete the application for admission.
- Include **official** copies of all high school and/or college transcripts, if not previously sent.
- Submit the completed application and supporting documentation to:
Admissions Department
The Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538-1499

Once the student has been accepted to the CIA and official transcripts are on file from previous institutions, the student will automatically be reviewed for transfer credits. Within three weeks of acceptance, the college will e-mail the student with the results of the transfer credit evaluation.

A student can be awarded transfer credit for the externship based on previous work experience. Eligible students need to have at least 2.5 years of post-high school foodservice experience with progressive levels of responsibility in the professional kitchen. To be considered for this credit, students must submit the standard admissions materials as well as their résumé and an additional professional letter of recommendation. Students will be required to submit an online application and attach items electronically, and a personal interview may be scheduled to discuss and verify their experience. Students must submit their application any time before the end of the first semester, and will be notified of the application decision within two weeks. Space may be limited for this opportunity.

Enrolled students

Students must have submitted appropriate documentation and/or their **official** transcript(s) by the end of the first semester of their degree program to be considered for transfer credit. Students may not present transfer credit for a course in progress after the add/drop period has expired. Official copies of all transcripts should be sent to the:

Center for Career and Academic Advising
The Culinary Institute of America
1946 Campus Drive
Hyde Park, NY 12538-1499

Important note for all students

Once a student is enrolled in a degree program, the student is expected to complete the remainder of the degree requirements (after transfer credit has been awarded) at The Culinary Institute of America.

For further information on transfer credit, students should contact the Center for Career and Academic Advising at transfercredits@culinary.edu.

NOTICE CONCERNING THE TRANSFERABILITY OF CREDITS EARNED AT THE CIA

The transferability of course credits you earn at The Culinary Institute of America is at the complete discretion of an institution to which you may seek to transfer. Your CIA transcript will be reviewed to determine the best path into your next degree program.

For this reason, you should make certain that your attendance at the CIA will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending the CIA to determine if your credits, degree, or certificate will transfer.

Life Achievement Portfolio

Students may be able to earn life achievement credit for select liberal arts and business management undergraduate courses if they can demonstrate that they have acquired the knowledge contained in those courses.

The successful candidate for life achievement credit must be at least 23 years old, have completed the first semester at the CIA, and have five years of relevant work, military, and/or life experience that have resulted in college-level learning. Candidates will be competent writers and have the time and energy to devote to the writing of a Life Achievement Portfolio. The portfolio includes a description of the student's life achievements and how these experiences allowed the student to acquire skills and knowledge of comparable value to what could have been acquired from specific courses at the CIA.

To explore their individual situations, interested students should first contact the Center for Career and Academic Advising and meet with an advisor. If they receive approval to proceed with developing a portfolio, they will register for the Life Achievement Portfolio application on Moodle and be charged a fee of \$500. Over the course of a maximum of eight weeks, students—with the support of tutors from the Library Learning Commons, if needed—complete and submit their portfolio for evaluation.

A decision may result in an award of credit, a denial of credit requested, or a request for additional information. Students will be notified of the decision by the transfer credit coordinator. Appeals may be made to the appropriate academic dean.

Privacy of Application Records

Please see Privacy of Application Records.

Campus Transfers

In some instances, a currently enrolled associate degree student may seek a transfer of studies to or from the Hyde Park, NY; St. Helena, CA; or San Antonio, TX campuses. Please refer to the college's Policy on Transfers Between Campuses for the policy on campus transfers.

Readmission Policy

With the exception of U.S. service members as noted below, individuals who have not been in attendance at The Culinary Institute of America (CIA) for 12 months or more will have the opportunity to complete their degree contingent upon successful readmission. Individuals wishing to apply to The Culinary Institute of America for readmission after an absence of 12 months or more must complete the appropriate application, including an essay, and submit all required documentation to the CIA's Center for Academic Advising for consideration. Reinstatement of

financial aid is not automatic upon readmission, and individuals must contact Student Financial and Registration Services directly to discuss aid.

The CIA will promptly readmit an individual whose education was interrupted by voluntary or involuntary U.S. military service of more than 30 consecutive days while enrolled in an education program at the CIA. A returning U.S. service member does not need to go through the formal reapplication policy and should contact Student Financial and Registration Services to initiate the process.

Vaccinations

Each State Department of Health and the CIA require documentation of screening for tuberculosis (TB) and documentation of having received two MMR vaccinations. If these requirements are not met, students will need to be screened for TB and/or re-immunized for MMR. The CIA requires vaccination against hepatitis A given in two injections six months apart. Vaccination against hepatitis B is recommended but not required. The hepatitis B vaccine is given in three injections over six months. The Menaactra vaccine to protect against meningitis is required in California and Texas and recommended in New York. The meningitis vaccine is available in one injection.

Students should make arrangements with their health care provider to administer any required immunizations during their required medical exam appointment. Any follow-up vaccinations can be arranged through a provider local to the student's campus. At the New York campus, Health Services can administer vaccines and charge all vaccine fees to the student's account.

The entire Vaccination Policy can be found on the CIA Main Menu Policies and Procedures page.

International Students

Application

Application procedures are the same as those for applicants from the United States, with the exception of four additional requirements:

1. All instruction will occur in English. If a student's native language is other than English, the student will be required to demonstrate proficiency in the English language as part of the application file through one of three tests. Documentation of passing proficiency exam scores will be kept in the student's file. The three test options are as follows:
 - The Test of English as a Foreign Language (TOEFL), administered by the Educational Testing Service. A minimum paper score of 550, CBT (computer-based test) score of 213, or iBT (Internet-based test) score of 80 (with a minimum of 20 in each section) is required. For information on test dates and locations, write to TOEFL, Box 6151, Princeton, NJ, 08541, USA; e-mail toefl@ets.org; visit www.toefl.org; or call 609-771-7100; or
 - The International English Language Testing System (IELTS), co-sponsored by the English testing entity of the University of Cambridge, and British and Australian organizations. A minimum overall score of 6.0 is required. For information, write to IELTS, Inc., 100 East Corson Street, Suite 200, Pasadena, CA 91103, USA; e-mail ielts@ceii.org; visit www.ielts.org; or call 626-564-2954.
 - The PTE Academic, an English language-readiness test by Pearson. A minimum score of 53 is required. For more information, visit <http://pearsonpte.com/test-takers/test/>.
 - The Cambridge English: Advanced (CAE) Exam, developed by the Cambridge English Organization. A minimum score of 185 with at least a 175 in each section. For test dates and locations, go to www.cambridgeenglish.org.
 - The DuoLingo English Test: A language proficiency tool offering an English proficiency score, video interview, and writing sample in an accessible, efficient, and secure testing experience. A

minimum score of 105 is required. To book an on-demand exam, go to <https://englishtest.duolingo.com/home>.

- The LanguageCert International ESOL Exam: LanguageCert offers an online test of English proficiency that will test your proficiency in reading, writing, listening, and speaking. A minimum score of 33 is required. You can access the exam at www.languagecert.org/en.
2. The CIA will issue conditional acceptances for students who enroll in an English language course of study at a language school. The CIA has partnerships with three language schools for students who require further study to improve their English language proficiency: ELS Language Centers, International Mid Pacific College, and Empire State English.
- SUNY New Paltz Haggerty English Language Program (HELP): The CIA will accept completion of HELP Level 4 Academic Pathway Program
 - ELS Language Centers: The CIA will accept completion of level 112.
 - International Mid Pacific College (IMPAC): The CIA will accept completion of the IMPAC Level 5—Low Advanced course combined with a 75+ score on the Michigan Test of English Language.
 - Empire State English (ESE): CIA will accept completion of ESE's General English Level Advanced C.

Before you enroll in an English language program, you must first meet all the admissions requirements listed below:

- Have the available finances required for your program of study.
- Submit your CIA application along with a letter indicating your intention to attend a language school prior to attending the CIA.

When you have submitted all documents to the CIA, your file will be reviewed for academic ability. If you are admissible, you will receive a Conditional Acceptance to the CIA. Once you receive your Conditional Acceptance, you must select and attend International Mid Pacific College, Empire State English, or an ELS center in the United States. After your successful completion of either program, submit your certificate of completion to the CIA. If you have attended a program and still find yourself unprepared for college-level classes, you will be able to return to the program of your choice for further study.

3. The following is necessary for international students to obtain their Certificate of Eligibility (Form I-20):
- The student's sponsor(s) must provide the Admissions Department with valid Affidavits of Support (Form I-134) verifying that funds will be available for all educational and living expenses while the student is studying in the United States, or
 - The student may choose to provide a bank statement indicating sufficient funds on account and a cover letter from the holder of the account, or
 - The student may submit the CIA's official Letter of Financial Support from the holder of the account stating an intent to provide tuition and living expenses for the student's duration of studies in the United States.
4. Students must provide a copy of their passport showing their personal information page (to ensure accurate processing of Form I-20).

Please note: All documentation must be in English. If originals are in another language, they must be translated before they are submitted to the CIA.

Visa Requirements (Degree Programs)

The degree programs require an F-1 student visa. International students who hold an F-1 student visa and are enrolled in these programs may:

- Work on campus for a maximum of 20 hours per week with authorization by the school official.
- Complete the required externship in the U.S. with authorization by the school official. Employment authorization is job-specific.

- Accept full-time employment—for up to 12 months after completion of studies—with authorization from the DHS via the application process, which takes approximately three months.

All of the above employment opportunities require a Social Security number. This application process takes 10–20 days, with authorization from the school official, and an offer of employment.

Note: Canadian citizens do not need a visa to enter the U.S., but must have a passport. A student should present the passport, Form I-20 A-B, and financial documentation at the Canadian/U.S. border.

Visa Requirements (Certificate Programs)

The certificate programs require an M-1 student visa. The M-1 visa does not allow students to work in the United States during their education, and is not acceptable for employment in the U.S. following graduation.

Students may apply for employment authorization after completion of studies based on one month of employment for every four months of study.

Medical Insurance

All F-1 and M-1 students are required to have medical insurance while in the U.S. The college strongly recommends that international students obtain a medical insurance plan before they leave that will cover their health costs in this country.

F-1 and M-1 students may also want to secure coverage for mental health care, prescriptions for any chronic illness, and dental care, as these are not necessarily included in basic medical insurance policies. Students should consider their overall needs and well-being as they select a health plan that is right for them. Also, most plans require participants to pay for a portion of their care, so access to some cash or credit is still important.

Externship

Please see International Students.

Tuition and Fees

The CIA is dedicated to keeping costs to students as low as possible while maintaining the high quality of its programs, services, and facilities. Tuition and fee information and policies for the **CIA campuses in the United States for 2021–2022 begin below**. **Click here** for tuition and fee information and policies for the **CIA Singapore**.

2021–2022 Tuition/Fee Schedule—Undergraduate Degree Programs (New York)

New York Campus

Effective July 1, 2021

Tuition*	\$16,400
Board** #	\$2,035
General Fee®	\$835

Total per semester	\$19,270
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Note:

- In addition to the fees noted in the charts above, students will be charged a \$50 application fee.
- Students will be charged a fee of \$1,080 in their entering semester for supplies and uniforms. Students in the Culinary Science program will be charged a Uniform Fee of \$150 when they register for Culinary Chemistry.
- A \$300 graduation fee will be charged for all degrees conferred.
- Students enrolled in the Asian Cuisine or Mediterranean Cuisine concentrations who are studying in Singapore or Spain will be charged a \$2,900 International Concentration Fee. See International Studies Semester-Away Fee for Concentrations for details.

2021–2022 Tuition/Fee Schedule—Online Degree Programs (New York)

New York Campus

Effective July 1, 2021

Graduate Degree Programs

Tuition per credit	\$1,380
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Undergraduate Degree Programs

Tuition per credit	\$755
Technology Fee per credit	\$30

Note:

- In addition to the fee noted in the chart above, students will be charged a \$75 application fee and a \$300 graduation fee will be charged for degrees conferred.

2021–2022 Tuition/Fee Schedule—Degree Programs (California)

California Campus

Effective July 1, 2021

Tuition*	\$16,400
Board**	\$1,735
General Fee®	\$835
Total per semester	\$18,970

* Full-time tuition is per semester, with each semester ranging from 12–18 credits.

** Board includes two meals per day on scheduled class days.

® The general fee includes charges for student activities, student support services, exams, and secondary student accident insurance.

Notes:

- Based on the 2021–2022 tuition/fee schedule, the estimated total charge for an entire associate degree is \$77,310.
- In addition to the fees noted in the charts above, students will be charged a \$50 application fee.
- Students will be charged a fee of \$1,080 in their entering semester for supplies and uniforms. A \$300 graduation fee will be charged for all degrees conferred.
- In addition to the fees listed above, California residents, or students enrolled at the California campus, may be subject to a nonrefundable STRF fee. For students who enroll after February 8, 2021, the fee is \$.50 (50 cents) per \$1,000 of institutional charges. The STRF rate is subject to change based on the balance in the STRF account. Please see Student Tuition Recovery Fund (STRF) Fee for more information.

2021–2022 Tuition/Fee Schedule—Certificate Program (California)

California Campus

Effective July 1, 2021

Tuition*	\$16,400
Board**	\$865
General Fee®	\$835
Total per semester	\$18,100

* Full-time tuition is per semester, with each semester ranging from 12-18 credits.

** Board includes one meal per day on scheduled class days.

® The general fee includes charges for student activities, student support services, exams, and secondary student accident insurance.

Notes:

- Based on the 2020-2021 tuition/fee schedule, the estimated total charge for the entire Accelerated Culinary Arts Certificate Program: \$37,355.
- In addition to the fees noted in the charts above, students will be charged a \$50 application fee.
- ACAP students will be charged a supply fee in their first semester of \$665.
- A graduation fee of \$300 will be charged for all certificates conferred.
- In addition to the fees listed above, California residents, or students enrolled at the California campus, may be subjected to a nonrefundable STRF fee. For students who enroll after February 8, 2021, the fee is \$.50 (50 cents) per \$1,000 of institutional charges. The STRF rate is subject to change based on the balance in the STRF account. Please see Student Tuition Recover Fund (STRF) Fee for more information.

2021-2022 Tuition/Fee Schedule—Undergraduate Degree Programs (Texas)

Texas Campus

September 7, 2021 and January 4, 2022 entry dates

	First Semester Freshman	Second Semester Freshman	First Semester Sophomore	Second Semester Sophomore
Tuition*	\$16,400	\$16,400	\$17,343	17,343
Application	\$50			
Supplies ^{††}	\$1080 [†]			
Board**	\$865	\$825	\$915	\$915
General Fee [®]	\$455	\$455	\$505	\$505
Graduation Fee				\$350
Total	\$18,850	\$17,720	\$18,763	\$19,113

April 26, 2022 entry date

	First Semester Freshman	Second Semester Freshman	First Semester Sophomore	Second Semester Sophomore
Tuition*	\$16,400	\$17,343	\$17,343	\$18,340
Application	\$50			
Supplies ^{††}	\$1080 [†]			
Board**	\$865	\$915	\$915	\$965
General Fee [®]	\$455	\$505	\$505	\$555
Graduation Fee				\$350
Total	\$18,850	\$18,763	\$18,763	\$20,210

* Full-time tuition is per semester, with each semester ranging from 12–18 credits.

† Supplies for freshmen include uniforms and a tool kit specialized for the major.

** Board includes one meal per day on scheduled class days.

® The general fee includes charges for student support services, exams, and secondary student accident insurance.

Please note:

The tuition and fees for programs at the CIA San Antonio campus whose entry dates fall in the 2021–2022 academic year are shown in the chart above. As required by the state of Texas, the costs for a student's entire program are presented.

Residence Hall Rates

On-campus housing is available to students at the New York and California campuses. Rates per semester are as follows:

New York Campus

Single	\$4,650
Double—lodge	\$4,300
Double or quad	\$4,100
Triple—lodge	\$3,650
Triple—limited availability	\$3,450

California Campus

Single	\$5,200
Double	\$4,400
Triple or quadruple	\$3,700

CIA-controlled off-campus housing:

Single	\$5,325
Executive apartments—Napa	\$5,325
Double	\$4,800

Texas Campus

Tobin Lofts (off campus, bachelor's concentration students only):

Single	\$4,300
Double	\$4,100

International Concentration Semester

Single (Singapore)	\$4,650
Double (Singapore)	\$4,300
Single (Spain)	\$4,520
Double (Spain)	\$3,955

Fees That May Be Assessed

Student orientation fee	\$5
Late registration fee	\$15
Late drop fee	\$35
Late payment fee	\$15
Insufficient funds/Returned or bounced check fee	\$6
Commuter parking fee	\$10
Internship re-registration for failure fee	\$20
Practical and ServSafe exams failure fee	\$10
Practical and ServSafe exams no-show fee	\$15
Life achievement portfolio application fee	\$50
Part-time and overload fees (per credit)*	\$1,09
Charge to audit a course (per credit)	\$55
Externship ePortfolio resubmission fee	\$15

** For students who take fewer than 12 credits or more than 18 credits*

Cancellation and Withdrawal from Concentration Programs

Regardless of the reason for cancellation, students who fail to cancel their enrollment in a concentration that includes a semester away at a domestic or international campus or location after the last day of add/drop of the semester prior to the assigned semester-away term will be responsible for a cancellation fee of \$400 as set forth by the terms and conditions of The Culinary Institute of America.

International Studies GCC Fee

Students in the bachelor's degree programs who choose to take the three-credit Global Cuisines and Cultures (GCC) course as one of their free electives will be charged this fee. The amount of the fee is subject to change based on seasonal costs and exchange rates at the time of booking. Rates will be announced prior to registration for the course and currently average \$4,500 per trip. The fee may be partially offset if the student applies for and is awarded a CIA International Studies Grant.

Students who take the Global Cuisines and Cultures trip outside of their program—meaning it does not satisfy any requirements toward their degree—will be charged the full fee and will not be eligible to receive any financial aid funds to cover the cost of the trip. Also, their overall cost of attendance will not be increased.

International Studies Semester-Away Fee for Concentrations

Students in the bachelor's degree programs may choose to do a concentration that includes a semester away as part of their program. Those students who choose to do a concentration at one of our international locations will be charged this fee to cover the increased costs associated with the experience. Rates will be announced prior to registration for the

semester and currently average \$2,850. The fee may be partially offset if the student applies for and is awarded a CIA International Studies Grant.

Student Tuition Recovery Fund (STRF) Fee

Effective February 8, 2021, the Student Tuition Recovery Fund (STRF) assessment rate will be \$0.50 (50 cents) per \$1,000. The CIA was notified of this assessment in February 2021 which will be collected for the Spring 2021 semester.

The following is disclosed to students in accordance with the California Bureau of Private Postsecondary Education:

"The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 916-431-6959 or 1-888-370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four-year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a Social Security number or a taxpayer identification number."

Notes:

- Authority cited: Sections 94803, 94877 and 94923, Education Code.
- Reference: Section 94923, 94924 and 94925, Education Code.

Meals—Board

Board is a required fee for all students and is considered a valuable part of the culinary education. Students are encouraged to evaluate the basic techniques involved in both the preparation and the service of food.

New York Campus

The CIA meal plan uses a points system, and the board charge of \$2,035 per semester provides points equivalent to two meals per day on scheduled class days as well as 325 gold points that can be used throughout the semester seven days a week. This plan is the minimum required for all students; point type, use, and expiration in the plan vary according to class year.

CIA Meal Plan (required plan)

\$2,035

1,400 meal points + 325 gold points

At any time during the year, students may choose to supplement the CIA Meal Plan by purchasing the Plus or Ultimate upgrade, which provide more points and more flexibility:

CIA Meal Plan Plus Supplement

\$300

Adds 325 gold points to the student's plan to use any time, including weekends

CIA Meal Plan Ultimate Supplement

\$600

Adds 675 gold points to the student's plan to use any time, including weekends

Please note:

- **Meal plan points are distinct from and in addition to Culinary Cash.**
- Additional gold points expire at the end of each semester (15 weeks).
- Meals are not available on days when the campus is closed during the extended winter and summer breaks.

California Campus

The cost per semester is \$1,735 (degree program students) and \$865 (certificate program students) for the standard meal plan, which includes two meals per day on scheduled class days. At the CIA at Greystone, there are two common kitchen facilities available in the Vineyard Lodge Housing Center for students to use in preparing meals outside of class time.

Texas Campus

The cost per semester is \$865 for the standard meal plan, which consists of one meal per instructional day based on class schedules.

Culinary Cash

New York Campus

Along with meals covered by the board fee, the college offers students the opportunity to purchase Culinary Cash. A minimum cash deposit in the amount of \$25 is all that is needed to get started in the program. **Culinary Cash is mandatory for all students who wish to print any material from the student computer labs.**

The Culinary Cash program gives students the convenience, flexibility, and security of cash-free transactions by enabling them to use their CIA student ID like a debit card at selected sites on campus such as restaurants and the library. Culinary Cash can also be used to buy tickets from the Student Activities Office. As an added convenience, students and their families may set up and add funds to their Culinary Cash account using our online deposit system, GET Funds. This system is available 24/7 and accepts MasterCard, Visa, Discover, or debit cards as payment options.

At the end of a student's academic career, any balance in the Culinary Cash account will be transferred to the student's tuition account and applied to outstanding financial obligations. If the remaining balance is more than \$10, a refund must be requested via the Student Financial and Registration Services—Express Office.

Payment Policy

Tuition and fees (including room and board), less any pending financial aid, must be paid in full 30 days prior to the start of any new semester. Students using financial aid to cover their balance must have all required documents submitted and loan approvals in place 30 days prior to the start of any new semester. **Failure to pay may result in deregistration and late payment fees. Payment will be considered late after five days.**

Students will be allowed to register for a future term as long as all completed prior terms are paid in full and the current term balance, less any pending payments on a college-approved payment plan, is less than \$500.

Students will not be allowed to attend classes in a new semester with a balance on any prior term. Miscellaneous charges that may be assessed will be payable within 30 days after they are invoiced. Failure to pay these may result in late fees and deregistration.

Students with an unpaid balance will not receive any guest tickets to their graduation ceremonies.

Financial Clearance and Registration for Classes

Registration for classes takes place prior to the start of each semester. Registration for classes does not guarantee your attendance. If your balance is not paid according to the college's payment policy, you will be placed on a financial hold that will prevent you from registering for your next term or have your future registration canceled. To remove this hold, payment in full must be made or a CIA-approved payment plan must be in place. Please see your student financial planner to make payment arrangements. Those students who have met their financial obligations will have the financial holds removed. Balance not paid in accordance with due dates are subject to late fees.

Payment options

The Culinary Institute of America, in partnership with TouchNet and PayPath, offers online one-time payments and monthly payment plan options for your student account. **These are the only approved payment plans and they must be in place prior to any required payment due date.** This partnership provides improved security compliance and certifications requirements that ensure the protection of sensitive and personal consumer data. It enables students and/or parents to pay tuition and fees by electronic check (ACH) or by credit/debit card via the student portal. The payment process is fast, easy, and secure.

International students can make online payments via the Pay My Tuition system. This system allows you to make a payment with your countries currency and works to provide you the best currency conversion rates. To make a payment

through Pay My Tuition, please go to your CIA Main Menu and then click on View and Pay My Account (for International students). From there you will enter the Pay My Tuition system and can proceed to make a payment.

Payment Plans

The college offers payment choices to help students afford their college expenses. Students can spread the cost of tuition and fees over a term by enrolling in a tuition payment plan via the TouchNet online system. Students will find a link to View and Pay Account below the Self-Service Menu on the student portal (CIA Main Menu). For more information, students should go to Quick Links on the Student Financial and Registration Services (SFRS) page of CIA Main Menu or contact the office at SFRS@culinary.edu or 845-451-1500.

Payment Method and Service Fees

- There is a 2.85% service fee (\$3.00 minimum) for payments made via most major credit/debit cards. This fee is not charged by or paid to the CIA; the CIA does not keep any of these fees, therefore they cannot be waived and are non-refundable.
- There is NO service fee for payments made via electronic checks (ACH)
- One time payments made by cash, personal check, and cashier's check may still be processed at the SFRS office in person or by mail for no additional charge. Credit cards for tuition payments will not be taken at the SFRS Window however, there is a computer available for students to make credit card payments via Self Service.

Tuition Deposits

All entering undergraduate students, graduate, and certificate students are required to pay a \$300 advance deposit. Deposits are due based on the below schedule or 30 days after the offer of admissions, if after original due date. Deposits are non-refundable and cannot be transferred to future terms.

Students starting in Fall (September), deposits are due May 1

Students starting in Spring (January), deposits are due October 15

Students starting in Summer (April/May), deposits are due February 15

Cancellation Policy

New York Campus

A full refund will be made to any student who cancels enrollment prior to or within the first week of classes, except that the college will retain the \$100 confirmation fee.

California Campus

Students have the right to cancel their program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, students also have the right to stop school at any time, and students have the right to receive a pro rata refund if they have completed 60% or fewer of the scheduled class days in the current payment period of their program, as calculated through their last day of attendance.

Cancellation may occur when the student provides a written notice of cancellation at the following address: Admissions Department, The Culinary Institute of America, 1946 Campus Drive, Hyde Park, NY 12538.

- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any particular form and, however expressed, is effective if it shows that the student no longer wishes to be bound by the enrollment agreement.

If the enrollment agreement is cancelled, the school will refund the student any money he/she paid, less a confirmation fee of \$100, less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

Texas Campus

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays, and legal holidays) after the enrollment contract is signed. A full refund will also be made to any student who cancels enrollment within the student's first three scheduled class days, except that the school may retain not more than \$100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement.

Withdrawal Refund Policy (New York)

New York Campus

The date of determination of a student's official withdrawal is based on the date the college is provided official notice of withdrawal. Suspension for any reason is considered a withdrawal. The actual date of withdrawal for return of Title IV or for unofficial withdrawal purposes will be based on the last class day or the best available academic information.

Tuition and General Fee Refunds

If a student withdraws or is suspended after the semester begins, the student will be refunded a percentage of tuition and general fees, as shown on the following chart:

Withdrawal Date	Amount of Refund
1–7 calendar days	100%
8–14 calendar days	85%
15–21 calendar days	50%
After 21 calendar days	No refund

Cancellation and Withdrawal from Travel Programs

Regardless of the reason for cancellation, students who fail to cancel their travel reservation by the published deadlines will be responsible for cancellation costs as set forth by the terms and conditions of the current travel provider.

Residence Hall Fee Refunds

Housing cancellations must be submitted in writing to the Residence Life Office 30 days prior to a semester start date. Applicants who fail to cancel 30 days prior to a semester start date or fail to occupy their assigned room will be subject to a \$175 cancellation fee.

Students who are withdrawing or suspended for any reason will be refunded a percentage of their residence hall charges as shown in the following chart:

Room Exit Date	Amount of Refund
Prior to the start of the semester	100%
1–14 calendar days	80%
After 14 calendar days	No refund

Board Fee Refunds

Board fees are refundable on the same schedule as residence halls.

The college will credit to the student account any tuition amount due as indicated above, and will pay any balance due to the student from unliquidated tuition deposits within 45 days of the date the college determined the withdrawal. New, unused equipment may be returned to the college's Central Issuing Department within 20 days of withdrawal for credit to the student account. Uniforms that have been embroidered with the student's name may not be returned.

Withdrawal Refund Policy (California)

California Campus

You may withdraw from the CIA at any time after the cancellation period described in the Cancellation Policy and receive a pro rata refund if you have completed 60% or fewer of the scheduled class days in the current payment period in your program through the last day of attendance. The refund will be less the registration fee or an administration fee not to exceed \$250, and less any deduction for equipment not returned in good condition, within 45 days of withdrawal. New, unused equipment may be returned to the college's student affairs manager within 20 days of withdrawal for credit to the student account.

Residence Hall Fee Refunds

Housing cancellations must be submitted in writing to the student affairs manager at the California campus 30 days prior to a semester start date. Applicants who fail to cancel 30 days prior to a semester start date or fail to occupy their assigned room will be subject to a \$175 cancellation fee.

Students who are withdrawing or suspended for any reason will be refunded a percentage of their residence hall charges as shown in the following chart:

Room Exit Date	Amount of Refund
Prior to the start of the semester	100%
1–14 calendar days	80%
After 14 calendar days	No refund

Board Fee Refunds

Board fees are refundable on the same schedule as residence halls.

Tuition and General Fee Refunds

If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the CIA of the student's withdrawal or the date the student plans to withdraw, whichever is later.
- The CIA terminates the student's enrollment for failure to maintain satisfactory academic progress, failure to abide by the rules and regulations of the institution, absences in excess of the maximum set forth by the institution, and/or failure to meet financial obligations to the CIA.
- The student fails to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), prior to withdrawal.

Withdrawal Refund Policy (Texas)

Texas Campus

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions, and school holidays will not be counted as part of the scheduled classes.
2. The effective date of termination for refund purposes will be the earliest of the following:
 - a. The last date of attendance, if the student is terminated by the college,
 - b. The date of receipt of written notice from the student, or
 - c. Ten school days following the last date of attendance.
3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72-hour cancellation privilege and the student does not enter the college, not more than \$100 in any administrative fees charged shall be retained by the college for the entire program.
4. If a student enters a program and withdraws or is otherwise terminated after the cancellation period, the college may retain not more than \$100 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination.¹
5. Refunds for items of extra expense to the student, such as books, tools, or other supplies, are to be handled separately from the refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books, and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the college can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
6. A student who withdraws for a reason unrelated to academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in

the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.

7. A full refund of all tuition and fees is due and refundable in each of the following cases:
 - a. An enrollee is not accepted by the college,
 - b. If the course of instruction is discontinued by the college and this prevents the student from completing the course, or
 - c. If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the college, or representations by the owner or representatives of the college.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

8. Refund policy for students called to active military service—A student of the college who withdraws as a result of being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:
 - a. If tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;
 - b. A grade of incomplete with the designation "withdrawn—military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or
 - c. The assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:
 - Satisfactorily completed at least 90 percent of the required coursework for the program; and
 - Demonstrated sufficient mastery of the program material to receive credit for completing the program.
9. The payment of refunds will be completed once the refund instrument has been negotiated or credited into the proper account(s) within 60 days after the effective date of termination.

¹More simply, the refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due. Form PS-1040R provides the precise calculation.

Treatment of Title IV Aid When a Student Withdraws

The law specifies how the college must determine the amount of Title IV program assistance that students earn if they withdraw from school. The Title IV programs that are covered by this law are: Federal Pell Grants, Federal Student Loans, Federal Parent Loan for Undergraduate Students (PLUS), Federal Graduate PLUS Loan, Federal Supplemental Educational Opportunity Grants (FSEOGs), Federal Perkins Loans and, in some cases, certain state grant aid (LEAP/SLEAP), GEAR UP grants, and SSS Grants to students.

When students withdraw during their period of enrollment, the amount of Title IV program assistance that they have earned up to that point is determined by a specific formula. If students received (or the college or a parent received on their behalf) less assistance than the amount that they earned, the students may be able to receive those additional funds. If students received more assistance than they earned, the excess funds must be returned by the college and/or the students.

The amount of assistance that the student earned is determined on a pro rata basis. For example, if students completed 30% of their period of enrollment, they earn 30% of the assistance they were originally scheduled to receive. Once students have completed more than 60% of the period of enrollment, they earn all the assistance that they were scheduled to receive for that period.

Students who did not receive all of the funds they earned may be due a post-withdrawal disbursement. If the post-withdrawal disbursement includes loan funds, students may choose to decline the loan funds so they don't incur additional debt. The college may automatically use all or a portion of this post-withdrawal disbursement (including loan funds, if the student accepts them) for tuition, fees, and room and board charges (as contracted with the college); for other college charges, the college needs the student's permission to use the post-withdrawal disbursement. If a student does not give permission (which some colleges ask for when the student enrolls), the student will be offered the funds. However, it may be in a student's best interest to allow the college to keep the funds to reduce the student's debt at the college.

There are some Title IV funds that students are scheduled to receive that they cannot earn once they withdraw because of other eligibility requirements. For example, first-time, first-year undergraduate students who have not completed the first 30 days of their program before they withdraw will not earn any Direct Loan funds they would have received had they remained enrolled past the 30th day.

For students who receive (or the college or a parent receives on their behalf) excess Title IV program funds that must be returned, the college must return a portion of the excess equal to the lesser of

1. the student's institutional charges multiplied by the unearned percentage of their funds, or
2. the entire amount of excess funds.

The college must return this amount even if it didn't keep this amount of the student's Title IV program funds.

If the college is not required to return all of the excess funds, students must return the remaining amount. Any loan funds that students must return, students (or your parent, for a Federal Parent PLUS Loan) repay in accordance with the terms of the promissory note. That is, students make scheduled payments to the holder of the loan over a period of time.

Any amount of unearned grant funds that students must return is called an overpayment. The amount of a grant overpayment that a student must repay is half of the unearned amount. Students must make arrangements with the college or the Department of Education to return the unearned grant funds.

The requirements for Title IV program funds when students withdraw are separate from any refund policy that the college may have. Therefore, students may still owe funds to the college to cover unpaid institutional charges. The college may also charge students for any Title IV program funds that the college was required to return.

For questions about Title IV program funds, call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available at www.studentaid.ed.gov.

The college will make available upon request examples of the application of our refund policies.

Treatment of Military Tuition Assistance When a Student Withdraws

Military Tuition Assistance (TA) is awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer be eligible for the full amount of TA funds originally awarded.

To comply with the new Department of Defense policy, the CIA will return any unearned TA funds on a prorated basis through at least 60% of the period for which the funds were provided. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. These funds are returned to the military service branch. In instances when a service member stops attending due to a military service obligation, the CIA will work with the affected service member to identify solutions that will not result in student debt for the returned portion.

The CIA's schedule for returning unearned TA funds is as follows:

15-Week Course Withdraw Submitted

Before or during week 1	100% return
During week 2	87% return
During week 3	80% return
During week 4	74% return
During week 5	67% return
During week 6	60% return
During week 7	54% return
During week 8	47% return
During week 9	40% (60% of course is completed)
During weeks 10-15	0% return

12-Week Course Withdraw Submitted

Before or during week 1	100% return
During week 2	84% return
During week 3	80% return
During week 4	67% return
During week 5	59% return
During week 6	50% return
During week 7	42% return
During week 8	40% (60% of course is completed)
During weeks 9-12	0% return

10-Week Course Withdraw Submitted

Before or during week 1	100% return
During week 2	80% return
During week 3	70% return
During week 4	60% return
During week 5	50% return

During week 6 **40% (60% of course is completed)**

During weeks 7-10 0% return

7-Week Course Withdraw Submitted

Before or during week 1 100% return

During week 2 72% return

During week 3 58% return

During week 4 43% return

During week 5 **40% (60% of course is completed)**

During weeks 6-10 0% return

6-Week Course Withdraw Submitted

Before or during week 1 100% return

During week 2 66% return

During week 3 50% return

During week 4 **40% (60% of course is completed)**

During weeks 5-6 0% return

5-Week Course Withdraw Submitted

Before or during week 1 100% return

During week 2 60% return

During week 3 **40% (60% of course is completed)**

During weeks 4-5 0% return

3-Week Course Withdraw Submitted

Before or during week 1 100% return

During week 2 **40% (60% of course is completed)**

During week 3 0% return

Credit Balances

Credit balances will be refunded upon request or automatically refunded within 14 days of the date the credit occurs on the student's account and are processed by Student Financial and Registration Services at the New York campus. Refunds or eRefunds will be distributed:

- eRefunds student—Those students who sign up for eRefunds will have their refunds deposited directly into their bank account.
- Registered student, NY campus—Check will be available for pickup in Student Financial and Registration Services—Express Office.
- Registered student, CA campus—Check will be available for pickup in the Education Office.
- Registered student, TX campus—Check will be sent via mail to the permanent address.
- Students taking their concentration at other campuses—Check will be mailed to the permanent address.

All other refunds will be mailed to the permanent address. Students are encouraged to sign up for eRefunds.

Note that the law requires that any excess of Federal Parent PLUS Loan funds be returned to the parent. If a school determines that Federal Parent PLUS Loan funds created a credit balance, the credit balance would have to be given to the parent. The CIA will refund the parent when the Federal Parent PLUS Loan is the only payment on the account and the Federal Parent PLUS Loan disbursement is more than the student's institutional charges. See Federal Parent PLUS Loan to learn more.

CIA Singapore

For students admitted to the CIA Bachelor of Business Administration in Food Business Management program through the SIT partnership in AY2019–2020, the annual tuition fee is fixed at the AY2019–2020 rate for the duration of their degree program. The Ministry of Education (MOE), Singapore provides tuition grants that cover a substantial portion of the full tuition fees to eligible students. Students who receive the tuition grant are required to pay only the subsidized tuition fee. More information is available at www.singaporetech.edu.sg/tuition-fees-grants.

Tuition Fees for AY2020–2021

All figures listed are in Singaporean dollars.

Singapore Citizens (Subsidized Tuition Fee):

Per Annum	Per Semester	Per Credit
S\$12,510	S\$6,255	S\$360

Singapore Permanent Residents
(Subsidized Tuition Fee):

Per Annum	Per Semester	Per Credit
S\$23,500	S\$11,750	S\$600

International Students

Per Annum	Per Semester	Per Credit
S\$32,528	S\$16,264	S\$760

Non-Subsidized Tuition Fee:

Per Annum	Per Semester	Per Credit
S\$44,492	S\$22,246	S\$1,070

Tuition fees for each semester will be charged based on the following:

- Less than 16 credits—Credit charging applies
- 16 to 22 credits—Normal semester fees apply
- More than 22 credits—Normal semester fees plus credit charging for additional credits

Fees will be billed in advance of each semester. Adjustments will be made in the next billing if there are changes to the number of credits taken in the prevailing semester.

Please note:

- All amounts quoted are exclusive of GST (goods and services tax).
- For students paying subsidized fees, GST on the tuition fees will be subsidized by the Ministry of Education (MOE).
- For international students and students paying non-subsidized fees, GST on the tuition fees is to be borne by the student.

Tuition fees are locked in for normal candidature of study. Students requiring more semesters of study to complete their program of study will be subjected to revised fees of the respective semesters.

For further details, please refer to Tuition Fees & Grants in the Admissions section of the Singapore Institute of Technology website.

Miscellaneous Fees

In addition to the tuition fees, students are required to pay miscellaneous fees upon matriculation to SIT. These fees include a registration fee and an annual recurring fee that is payable at the beginning of each academic year.

These fees are charged after a subsidy from SIT and cover matriculation, student activities, library and sports facilities, and insurance, as well as academic-related services.

Miscellaneous Fees for AY2019–2020 after subsidy from SIT (Fees quoted are inclusive of GST)

Nationality	Matriculation Fee*	Annual Fee
Singapore Citizens	S\$53.50	S\$263.00
Permanent Residents	S\$53.50	S\$316.00
International Students	S\$53.50	S\$348.00

Students who withdraw or apply for a leave of absence from SIT after the start of a semester/trimester are liable for the payment of fees (tuition and miscellaneous fees).

Miscellaneous fees are subject to revision from year to year and are paid yearly.

*Registration Fee: This one-time, nonrefundable fee of \$53.50 (inclusive of GST) goes towards the SIT student orientation and matriculation. This fee will be charged upon matriculation.

Incidental Fees

CIA students also have incidental fees as follows (fees listed are estimated).

Culinary/Service Uniform/Safety Shoes/Black Dress Shoes:	S\$610
Graduation Coat, Knife Kit, and Textbooks:	S\$1,713
General Fees (Practicals and Graduation Fee):	S\$600
Global Cuisines and Cultures Trip:	S\$8,000–S\$10,000

Payment of Fees

Please note the following:

- Students who do not sign the tuition grant agreement or who are not eligible for the tuition grant will have to pay non-subsidized tuition fee.
- Fees (tuition fees and compulsory miscellaneous fees) are payable by students on a semester basis.
- Students who withdraw or apply for leave of absence from SIT after the start of a semester are liable for the payment of fees (tuition and miscellaneous fees).
- National Servicemen whose enrollment in the CIA Singapore is delayed by one or two years because of National Service commitment are allowed to enjoy a one- or two-year lag in the payment of the subsidized tuition fee. The fee payable will depend on the year the student accepted a place at the CIA. For example, if a student was offered admission in AY2017 and accepted the offer, the student pays the subsidized tuition fee applicable for AY2017 when the student joins the CIA Singapore in AY2019. If the student had re-applied for a new program in AY2018, the student will still pay the subsidized tuition fee applicable for AY2017 regardless of the second application outcome.
- A late payment charge of S\$50 (after GST) will be imposed on students for overdue payments.

Withdrawal Refund Policy (Overseas Immersion Program)

Cancellation and Withdrawal from Travel Program (Overseas Immersion Program)

Students who fail to cancel their travel arrangements 90 days prior to their travel date will be responsible to reimburse the CIA for non-recoverable travel expenses. The CIA works very hard to recover expenses that have already been paid on behalf of the student, but we cannot guarantee our providers will reimburse us. This policy also applies to cancellation for medical reasons.

Financial Aid

Financial aid is available for those who qualify and are attending **one of our three U.S. campuses**. Financial aid is awarded through a combination of federal, state, institutional, and private scholarships, grants, loans, or Work-Study funds. The awards (except for Work-Study) are credited to the student's account each semester and may only be given directly to the student if all obligations to the college have been met. Priority for federal grants, loans, and Work-Study is given to students showing the greatest need as demonstrated by the Free Application for Federal Student Aid (FAFSA). For more information about financial aid, watch our videos at ciachef.financialaidtv.com.

Applying for Aid

To apply for aid, students must file the Free Application for Federal Student Aid (FAFSA), available online at www.fafsa.ed.gov. The CIA has a priority deadline for the FAFSA to be received by January 1 each year. The CIA's federal code is 007304. Students selected for verification will be asked to provide additional information, such as official IRS transcripts of their or their parents' federal tax returns, to Student Financial and Registration Services (SFRS). The CIA has a priority verification deadline for all required documents to be received by June 15 each year. [Click here](#) for a video with helpful tips.

How Need is Determined

Financial need is determined by subtracting the expected family contribution (EFC)—as determined by the FAFSA—from the college cost of attendance (COA). The difference between the college cost of attendance and expected family contribution represents a student's financial need.

Cost of Attendance

In addition to the fixed direct cost listed in the Tuition and Fees section of this catalog, the CIA is required to estimate a cost of attendance (COA) that includes indirect costs such as personal expenses and transportation. While the COA can be one of the more confusing aspects of the financial aid process, it gives the student and the student's family an idea of what costs might be incurred beyond tuition and fees so they can plan accordingly. It is important to differentiate between direct and indirect costs, as indirect costs are simply estimates used by SFRS during the awarding process to determine a student's financial need, while direct costs are actual amounts that will be charged to the student's account. See the charts below for the average COA by campus and program.

Keep in mind that SFRS can only award students an amount of aid equal to or less than their associated cost of attendance budget. Students who have questions regarding their budget, would like consultation in planning their budget, or would like copies of the cost of attendance should contact SFRS. For more information about COA, view [this video](#).

New York – Undergraduate Programs (excluding online programs)

On Campus		Off Campus		With Parent	
Direct Cost		Direct Cost		Direct Cost	

Tuition	\$32,800	Tuition	\$32,800	Tuition	\$32,800
General Fee	\$1,670	General Fee	\$1,670	General Fee	\$1,670
Board Fee	\$4,070	Board Fee	\$4,070	Board Fee	\$4,070
Supplies	\$1,080	Supplies	\$1,080	Supplies	\$1,080
Room	\$8,600	Parking Fee	\$200	Parking Fee	\$200
	\$48,220		\$39,820		\$39,820
		Indirect Costs		Indirect Costs	
Indirect Costs		Room	\$7,740	Books	\$1,000
Books	\$1,000	Books	\$1,000	Personal	\$700
Personal	\$2,450	Personal	\$1,550	Transportation	\$2,526
Transportation	\$1,350	Transportation	\$2,526		\$4,226
	\$4,800		\$12,816		
COA	\$53,020	COA	\$52,636	COA	\$44,046

New York – Online Graduate Programs

Online BBA	
Direct cost (based on 6 credits per term)	
Tuition	\$9,060
Technology fee	\$360
	\$9,420

Indirect cost	
Books	\$2,000
COA	\$11,420

Online MPS—Food Business	
Direct cost	
Tuition	\$20,510
Indirect cost	
Books	\$2,000
COA	\$22,510

Online MPS—Wine Management	
Direct cost	
Tuition	\$20,510
Wine fee	\$1,000
	\$21,510
Indirect cost	

Books	\$2,000
COA	\$23,510

California

On Campus		Off Campus		With Parent	
Direct Costs		Direct Costs		Direct Costs	
Tuition	\$32,800	Tuition	\$32,800	Tuition	\$32,800
General Fee	\$1,670	General Fee	\$1,670	General Fee	\$1,670
Board Fee	\$3,470	Board Fee	\$3,470	Board Fee	\$3,470
Supplies	\$1,080	Supplies	\$1,080	Supplies	\$1,080
Room	\$8,800	Parking Fee	\$200	Parking Fee	\$200
	\$47,820		\$39,220		\$39,220
-		Indirect Costs		Indirect Costs	
Indirect Costs		Room	\$9,940	Books	\$1,000
Books	\$1,000	Books	\$1,000	Personal	\$700
Personal	\$2,450	Personal	\$1,550	Transportation	\$2,526
Transportation	\$1,350	Transportation	\$2,526		\$4,226
	\$4,800		\$15,016		
COA	\$52,620	COA	\$54,236	COA	\$43,446

Texas

Off Campus	With Parent

Direct Costs		Direct Costs	
Tuition	\$32,800	Tuition	\$32,000
General Fee	\$910	General Fee	\$910
Board Fee	\$1,730	Board Fee	\$1,730
Supplies	\$1,080	Supplies	\$1,080
	\$36,520		\$35,640
Indirect Costs		Indirect Costs	
Room	\$7,680	Books	\$1,000
Books	\$1,000	Personal	\$700
Personal	\$1,550	Transportation	\$2,526
Transportation	\$2,526		\$4,226
	12,756		
COA	\$49,276		\$40,746

Student Eligibility Responsibility

To be eligible for federal or state financial aid, students must not owe repayment on a federal or state grant, or be in default on any federal student loan. In addition, students must be making satisfactory progress in the academic program as outlined in Satisfactory Academic Progress. For more information about eligibility, view this helpful video.

Satisfactory Academic Progress—Undergraduate and Graduate

In order to maintain eligibility for financial aid, a student must maintain satisfactory academic progress, which is measured quantitatively and qualitatively each academic term. For a student to be making satisfactory academic progress, the student must meet the following cumulative grade point average (GPA), completion rate, and pace of completion standards. View this video to learn more. Students who change majors will only have their previously completed classes that count as credits toward their new major included in their Satisfactory Academic Progress (SAP) calculation.

Minimum GPA—Undergraduate

First semester of freshman year	1.75
All subsequent semesters (associate and bachelor's levels)	2.0

Certificate program—all semesters 2.0

Minimum Cumulative GPA—Graduate

All semesters 3.0

Completion Rate—Undergraduate and Graduate

Students must maintain a 67% completion rate. This rate is determined by the following calculation:

$$\begin{aligned} & \text{Credits completed with a passing grade} \\ \div & \text{Credits attempted} \\ = & \text{Completion rate of at least 67\%} \end{aligned}$$

Pace of Completion—Undergraduate

A student may attempt no more than 150% of the credit hours required by the program:

Students who started in an undergraduate degree program prior to July 1, 2019:

Associate Degree Programs—Maximum Credits Attempted

Baking and Pastry Arts—104
Culinary Arts—104

Bachelor's Degree Programs—Maximum Credits Attempted

Applied Food Studies—180
Baking and Pastry Arts—189
Culinary Arts—189
Culinary Science—198
Food Business Management—198
Hospitality Management—185
Hospitality Management, Beverage Production and Service Concentration—221
Hospitality Management, Intrapreneurship: Driving Innovation from Within an Organization Concentration—
221
Organization Concentration—225
Applied Food Studies and Culinary Science double major—234

Students who started in an undergraduate degree program after July 1, 2019:

Associate Degree Programs—Maximum Credits Attempted

Baking and Pastry Arts—101
Culinary Arts—101

Bachelor's Degree Programs—Maximum Credits Attempted

Applied Food Studies—191
Baking and Pastry Arts—189
Culinary Arts—189
Culinary Science—196
Food Business Leadership—196

Food Business Management—196
Hospitality Management—183
Hospitality Management, Intrapreneurship: Driving Innovation from Within an Organization Concentration—
207
Applied Food Studies and Culinary Science double major—232

Certificate Programs—Maximum Credits Attempted

Accelerated Culinary Arts—45

Pace of Completion—Graduate

The number of credit hours for which a student may receive federal financial aid may not exceed 150 percent of the credit hours required to complete the academic program's published length.

Food Business —45
Wine Management—45

Financial Aid Status

Students not meeting satisfactory academic standards for a given academic term, as outlined above, are notified in writing via the students' CIA e-mail and portal accounts and will be placed on financial aid warning for one semester for which they may receive their federal, state, and institutional aid, excluding the CIA Merit-based Scholarship. At the end of the warning semester, satisfactory academic progress will be reviewed. If the student meets the minimum standards as outlined, the warning status will be lifted. If minimum standards are not met, the student will forfeit future eligibility for financial aid and will be notified in writing via the students' CIA e-mail and portal accounts. Students who have not maintained eligibility to receive financial aid due to unsatisfactory academic progress may appeal for one additional semester of probationary eligibility. The student must include an academic improvement plan outlining the steps that will be followed to improve the student's GPA and/or completion rate. This plan must be signed by the director of the Center for Career and Academic Advising for students attending the New York campus, the manager of the Learning Strategies Center for students attending the California campus, or the learning strategist for students attending the Texas campus. Appeals must be submitted to Student Financial and Registration Services at the New York campus within 30 days after receiving the notice of action taken for the committee to review. The decision of the committee is final. Late or incomplete appeals will not be accepted or reviewed.

Reinstatement of Aid

If a student is readmitted or subsequently meets SAP requirements after losing aid eligibility, the college will consider the student's application for financial aid and institutional need-based aid. Reinstatement of aid is not automatic, and the student must submit a letter to SFRS requesting a reinstatement of institutional need-based aid. The CIA Merit-Based Scholarship will not be reinstated. In order to remain eligible for aid, the student must meet the minimum academic progress standards as outlined or lose eligibility for the following semester.

Aid Suspension Due to Drug Conviction

The Higher Education Act of 1965, as amended, suspends aid eligibility for students who have been convicted under federal or state law of the sale or possession of drugs, if the offense occurred during a period of enrollment for which the student was receiving federal student aid. Students who have a conviction for this offense should call the Federal Student Aid Information Center at 1-800-433-3243 or go to www.fafsa.ed.gov, click "Before Beginning a FAFSA" in the left column, and submit the Student Aid Eligibility Worksheet to find out how this law may apply.

Students who have lost federal student aid eligibility because of a drug conviction can regain eligibility by successfully completing a qualified drug rehabilitation program or passing two unannounced drug tests administered by such a

program. Students may also regain their eligibility if their conviction is reversed, set aside, or removed from their record so that fewer than two convictions for sale or three convictions for possession remain on their record.

Continued Financial Aid Eligibility

Students must reapply for financial aid each school year; the CIA has a FAFSA priority deadline of January 1. Students who file by this date will be processed first and given priority for institutional and federal campus-based funds. Students also need to make satisfactory academic progress, as outlined previously, in order for aid to continue. If makeup course work is required before starting a new semester, financial aid will not be awarded for the new semester until the course work has been completed and the Registrar's Office determines the student's eligibility to start the new semester. There is no federal, state, or CIA institutional aid offered for the costs of making up these courses.

Federal Financial Aid Programs

The CIA participates in the following programs, which are funded wholly or in part by the U.S. government. More information about these programs can be found at studentaid.ed.gov or on FATV at www.ciachef.financialaidtv.com.

Federal Pell Grant

Pell Grants are awarded to eligible students enrolled in a degree or certificate program who have not yet earned a bachelor's degree and have not exhausted their maximum lifetime eligibility, which is the equivalent of six school years. Award amounts are determined by the U.S. Department of Education based upon the student's expected family contribution (EFC). Learn more about Federal Pell Grants.

Federal Supplemental Educational Opportunity Grant (FSEOG)

Students who are eligible for a Federal Pell Grant may be considered for a Federal SEOG. Based on the availability of funds, priority is given to students with the greatest need who submitted the FAFSA by the CIA's deadline. Amounts vary and are determined each year based on funds allocated to the CIA by the U.S. Department of Education. Learn more about FSEOG.

Federal Work-Study

Students may apply for a Federal Work-Study position if Student Financial and Registration Services determine they are eligible. The dollar amount of the award is only an estimate of the student's expected earnings and is not deducted from the student's billing statement. Work-Study-approved students find employment by applying for one of the on-campus jobs at the CIA. Jobs are posted daily on CIA Main Menu. Students may work up to 20 hours per week. Preference for on-campus employment is given to Work-Study-approved CIA students; however, jobs are not guaranteed. Watch this video to learn more about Federal Work-Study.

Federal Direct Student Loans (Subsidized and Unsubsidized)*

Both Direct Student Loan programs require the borrowers to complete entrance counseling and the Master Promissory Note. To obtain more information about the Federal Direct Student Loan programs, including the current interest and fee rates, students should visit www.studentloans.gov.

The Federal Direct Subsidized Student Loan is awarded to students who demonstrate financial need. The federal government pays all interest costs for Direct Subsidized borrowers while the borrowers are in school. **Important to Know:** Students who are first-time borrowers can only borrow through a Direct Subsidized Student Loan for a time period equivalent to a maximum of 150% of the published length of the program in which they are enrolled. Under certain conditions, the provision also causes first-time borrowers who have exceeded the 150 percent limit to lose the

interest subsidy on their Direct Subsidized Student Loans. For more information, go to studentaid.ed.gov or watch this video on the "150% loan limit rule."

The Direct Unsubsidized Loan is awarded to students who do not demonstrate financial need or who need to supplement their Direct Subsidized Loan. Borrowers remain responsible for all interest that accrues (accumulates) during school, grace, and deferment periods.

Dependent students in their freshman year of the degree programs can borrow up to \$5,500 (including up to \$3,500 Subsidized) per year. Sophomores can borrow up to \$6,500 (including \$4,500 Subsidized) per year. Juniors, seniors, and students in the undergraduate certificate program can borrow up to \$7,500 (including \$5,500 Subsidized) per year. Students in the graduate certificate program may borrow up to \$20,500 in an Unsubsidized Loan only. **Important to know:** Dependent undergraduate students whose parents are unable to borrow a Federal Direct PLUS due to adverse credit can receive an additional \$4,000 in Unsubsidized Loan funds.

Independent students (typically 24 years old or older) in their freshman year of the degree programs can borrow up to \$9,500 (including up to \$3,500 Subsidized) per year. Sophomores can borrow up to \$10,500 (including up to \$4,500 Subsidized). Juniors, seniors, and students in the undergraduate certificate program can borrow up to \$12,500 (including \$5,500 Subsidized) per year. Students in the graduate certificate program may borrow up to \$20,500 in an Unsubsidized Loan only.

Students start repayment of the Direct Loan six months after they complete their program, withdraw, or otherwise stop attending the CIA. The government offers different repayment plans, including an Income-Based Repayment (IBR) option. To review repayment options, visit www.studentloans.gov. For your reference, please see the Federal Loan Repayment Chart; this chart is based on the standard repayment plan, which spreads the principal and interest out over 10 years. All loans taken out to finance a student's education must be paid in full and in a timely manner. Failure to repay loan(s) will affect the student's credit rating and ability to use federal funding in the future. Upon graduation or otherwise exiting the CIA, student borrowers will be given information on loan repayment terms and conditions.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

If the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds. See the "Credit Balances" section for more information.

Learn more about Federal Direct Loans in this video.

Federal Parent PLUS Loan*

Federal Parent PLUS Loans are loans for parents of dependent undergraduate students (Parent PLUS) or students in a graduate program (Graduate PLUS).

Parents of dependent undergraduate students may apply for a Parent PLUS Loan to help with their child's educational expenses. The parent must be the student's biological or adoptive parent or custodial stepparent and must not have an adverse credit history. In addition, the parent must complete the Parent PLUS application and sign the Master Promissory Note (MPN). **Important to know:** Parents can apply for a Parent PLUS Loan up to 120 days prior to the student's entry date. The amount that may be borrowed is limited to the student's cost of attendance (as determined by the CIA), minus financial aid from all other sources. To obtain more information about the Federal Parent PLUS program, including the current interest and fee rates, students and parents should visit www.studentloans.gov.

Students in a graduate certificate program may apply for a Graduate PLUS Loan to help with their educational expenses. The student borrower must not have an adverse credit history. In addition, the student must complete the Graduate PLUS application and entrance counseling and sign the Master Promissory Note (MPN). **Important to know:** Students can apply for a PLUS up to 120 days prior to the student's entry date. The amount that may be borrowed is limited to the student's cost of attendance (as determined by the CIA), minus financial aid from all other

sources. To obtain more information about the Graduate PLUS program, including the current interest and fee rates, students should visit www.studentloans.gov.

The government offers different repayment plans for the Federal PLUS Loans, including an income-based repayment (IBR) option. To review repayment options, visit www.studentloans.gov. For their reference, students should view the sample repayment chart; this chart is based on the standard repayment plan, which spreads the principal and interest out over 10 years. All loans taken out to finance a student's education must be paid in full and in a timely manner. Failure to repay loan(s) will affect the borrower's credit rating and ability to use federal funding in the future. Find out more about the Federal Parent PLUS here.

* If a student has a Federal Direct Student Loan, and/or Federal Parent PLUS Loan, the loan information will be submitted to the National Student Loan Data System (NSLDS), and will be accessible by guaranty agencies, lenders, and institutions determined to be authorized users of the data system. For more information, please visit www.nsls.ed.gov.

Veterans' Benefits

Veterans, spouses, dependents, and surviving family members of veterans whose deaths or disabilities were service-connected may be eligible for educational benefits while attending the CIA. Forms and information are available at all Veterans Administration offices or at www.benefits.va.gov. Proper documentation must be submitted to SFRS before any program benefits will be certified. Benefits are certified on a class-by-class basis, which may affect the timing and how the funds are disbursed. The CIA is a Yellow Ribbon-participating institution. Watch this video to learn more.

The CIA permits any covered individual to attend or participate in the course of education during the period beginning on the date when the covered individual provides the CIA a Certificate of Eligibility for entitlement to education assistance under Chapter 31 or Chapter 33, and ending on the earlier of the following dates: (a) The date on which the secretary, Veterans Affairs provides payment for such course of education to the CIA, or (b) The date that is 90 days after the date on which the CIA certifies for tuition and fees following receipt of the covered individual's Certificate of Eligibility.

The CIA does not impose any penalty on any covered individual because of the inability to meet financial obligations to the CIA due to the delayed disbursement of payment to be provided by the secretary of the VA under Chapter 31 or Chapter 33.

The CIA may, at its discretion and if still permitted by federal law, require a covered individual to take the following additional actions: (a) Submit a Certificate of Eligibility for entitlement to education assistance not later than the first day of a course of education for which the covered individual has indicated the wish to use the entitlement; (b) Submit a written request to use such entitlement during externship; (c) Provide additional information necessary to the proper certification of enrollment by the CIA; (d) Provide additional payment or pay a fee for the amount that is the difference between the amount of the student's financial obligation and the amount of the VA education benefit disbursement.

State Financial Aid Programs

State Grants

Several states offer need-based and/or merit-based grants to CIA students who are residents of participating states. Students should contact their state education departments to determine availability, eligibility, and application procedures.

New York Tuition Assistance Program (TAP)

Students who are New York State residents and are attending the Hyde Park, NY campus may qualify for TAP. When completing the FAFSA online, residents of New York will be directed to the "TAP on the Web" site. This step must be followed to determine eligibility for TAP (Tuition Assistance Program), the New York State grant. To learn more, students should visit www.hesc.ny.gov and watch this video.

Cal Grant

Residents of California enrolled at the CIA at Greystone may be eligible for this grant. To be considered, students must complete their FAFSA (www.fafsa.ed.gov) by March 2 of the year they will enter the program. To learn more, students should visit www.csac.ca.gov and view this video.

Cal Grant B and Cal Grant C recipients may elect to receive the full disbursement of their "Access" or "Books and Supplies" awards to use towards educational expenses or applied to any outstanding balances on the student's account. By choosing the first option, Cal Grant B and Cal Grant C recipients are responsible for resolving any account balances with the institution. Please see your student financial planner for more information.

Vocational Rehabilitation

Depending on the state's criteria, students who have a disability may be offered assistance by their state's Department of Vocational Rehabilitation. Students who are offered financial assistance through this program should have their rehabilitation counselor contact the CIA's Student Financial and Registration Services Office.

CIA Financial Aid

The CIA has many different types of aid opportunities based on academic program. Students should reference the section below that pertains to their program and/or campus to see what is available. Students must be meeting Satisfactory Academic Progress (SAP) minimum requirements as outlined above to receive institutional aid. Unless otherwise noted, institutional aid does not apply to international students or students in the online Bachelor in Food Business Leadership program. Institutional aid is awarded, unless otherwise specified, for a maximum of four semesters for students entering an associate degree program as a freshman, four semesters for students entering a bachelor's degree program after completing an associate degree at the CIA, eight semesters for students entering a bachelor's degree program as a freshman, two semesters for the certificate program, two semesters for the master's program, and four semesters for the online master's program. One additional semester will be granted for students who enroll in the 138-credit bachelor's degree in Hospitality Management or change programs. Additional semesters of aid will not be granted due to course failures. Students must be attending full time in order to have the funds applied to their student account. Students who withdraw during a semester will have their institutional funds prorated by the percentage of tuition they are responsible for. For the applicable percentages, please see the Withdrawal Refund Policy for each campus in the Tuition and Fees section.

Associate and Bachelor's Degree Programs

New York and California Campuses

CIA Scholarship

The CIA seeks students who have demonstrated academic excellence as shown by their GPA (high school, college, or both), leadership qualities, and, if available, SAT/ACT scores (while SAT/ACT scores are not required in the admissions process, the CIA wants to recognize students who took these exams and scored well). A CIA scholarship applies specifically to tuition charges. It is awarded to students identified through the admissions process; a separate scholarship application is not necessary. Students entering into a new program—i.e., starting their bachelor's degree program after graduating from the associate degree program, or starting a certificate program after graduating from the bachelor's program—will be reevaluated based on the criteria for that program. The amounts may vary for each program. These scholarships are renewable annually if the student maintains a cumulative GPA of 3.0. Students who are receiving awards specific to tuition charges—including veterans' education benefits and Yellow Ribbon benefits—that cover tuition charges in full are not eligible for this scholarship. Students who have tuition-specific awards that do not cover 100% of their tuition may have this scholarship prorated if adding the full amount to the other awards would total more than the tuition charges.

CIA International Merit Award

The CIA wants to acknowledge our international students who demonstrate academic excellence prior to attending the CIA. This scholarship applies specifically to tuition charges. It is awarded to students identified through the admissions process; a separate scholarship application is not necessary. These scholarships are renewable annually if the student maintains a cumulative GPA of 3.0. Students who are receiving awards specific to tuition charges that cover tuition charges in full are not eligible for this scholarship. Students who have tuition-specific awards that do not cover 100% of their tuition may have this scholarship prorated if adding the full amount to the other awards would total more than the tuition charges.

CIA-FIRST Arts and Sciences Merit Scholarship (NY campus only)

The college is offering scholarships, renewable annually, to students who compete in FIRST® Robotics Competitions and FIRST® Tech Challenges. The CIA-FIRST scholarship is specifically available to qualifying students enrolled in degree programs. This special scholarship was created through a partnership between the CIA and FIRST, a not-for-profit organization that promotes the importance of science, technology, engineering, and math (STEM) in education. These scholarships are renewable by maintaining a cumulative 3.0 GPA. Students who are receiving awards specific to tuition charges—including veterans education benefits and Yellow Ribbon benefits—that cover the tuition charges in full are not eligible for this scholarship. Students who have tuition-specific awards that do not cover 100% of their tuition may have this scholarship prorated if adding the full amount to the other awards would total more than the tuition charges.

CIA Need-based Grant

A CIA need-based grant is awarded to degree program students with a completed FAFSA that shows demonstrated need as determined by the calculation described above. This award is renewable if the student completes the FAFSA by the priority deadline, has a calculated financial need, and is maintaining SAP requirements. Students receiving Post-9/11 GI Bill® benefits of 50% or higher are not eligible for this grant.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at www.benefits.va.gov/gibill.

CIA On-Campus Resident Grant (NY campus only)

This grant is awarded to degree program students with a completed FAFSA who will be residing in an on-campus residence hall. This award is renewable if the student continues to live on campus, is maintaining SAP requirements, and submits both the housing application and FAFSA by the appropriate deadlines. Students serving as Residence Assistants, whose housing charges are covered in full, are not eligible for this scholarship.

The CIA Degree Program Award (NY campus only)

The CIA wants to recognize the many ways students achieve personal and professional accomplishments. Therefore, depending on the program and the time of year a student starts classes, the student may be eligible to receive this award. This award is renewable if the student is maintaining SAP requirements.

The CIA Recognition Award (NY campus only)

The CIA wants to recognize the many ways students achieve personal and professional accomplishments. Therefore, depending on the student's program and the time of year he or she starts classes, a student may be eligible to receive this award. This award is renewable if the student is maintaining SAP requirements.

CIA Alumni Referral Scholarship

The college offers this scholarship to prospective students, including international students, who submit a letter from a CIA graduate encouraging them to apply to the CIA. This letter should be submitted with the application for admission. Only one award will be given per student for the first year at the CIA. This award is not renewable for subsequent years.

CIA Pass it On Award

International students who refer another international student are eligible for a one-time \$1,000 scholarship. The student being referred must be international, have no applications with the CIA currently on file, is not currently working with another person or entity to apply for admission to the CIA, enrolls in an undergraduate degree program on the New York campus, and attends through the add/drop period of the first semester. Referring students must be enrolled in an undergraduate degree program at the New York campus in order to receive the \$1,000 award toward their next term with an outstanding balance, or their current term if it is the last term for their degree.

CIA Phi Theta Kappa Scholarship

The CIA Phi Theta Kappa (PTK) Scholarship is awarded to students—at the time of admission and upon receipt of official transcripts with PTK designation—who transfer from a community college that has entered into an articulation agreement with the CIA. International students and students using veterans educational benefits are not eligible. This scholarship is renewable with a 3.25 cumulative GPA.

National Student Organization (NSO) Scholarship—National and State Level Competitions

The CIA supports national and state competitions in culinary arts, baking and pastry arts, or culinary management and the World SkillsUSA competition. These competitions are sponsored by:

- SkillsUSA
- Family Career and Community Leaders of America (FCCLA)
- ProStart
- NAACP's Afro-Academic, Cultural, Technological, and Scientific Olympics (ACT-SO)
- American Hotel & Lodging Educational Institute (AHLEI)

At many of these competitions, the students who place first, second, or third will receive a certificate for a scholarship to attend the CIA. The amounts of these awards vary and are set each year by the college. Scholarships are renewable annually with a GPA of 3.0 or better, except for the NAACP is a 2.75 cumulative GPA or better.

Students must submit the certificate to the CIA prior to enrolling and may receive only one NSO competition scholarship. If a student has won multiple competitions, the CIA will honor the award with the highest monetary value. Winners must enroll by June of the year following their senior year of high school. All competition scholarships are for secondary level only, with the exception of the SkillsUSA first-place winner in the national postsecondary culinary arts or restaurant management competitions.

M.F.K. Fisher Scholarship (NY campus only)

Incoming students who have a demonstrated interest in food writing and begin their studies at the CIA in the Winter or Spring enrollment seasons may apply for this one-time, nonrenewable scholarship for their first year at the CIA. To apply, students must submit a separate application, available at www.ciachef.edu or from the Admissions Department. The application must include an original essay of 500–700 words about a food memory such as the student's first cooking experience, the first meal the student prepared, a family holiday food tradition, or a childhood recollection of food.

CIA International Studies Grant (Bachelor's only)

Students, including international students, who are enrolled in the bachelor's degree programs and are interested in taking the two-week Global Cuisines and Cultures (GCC) travel course as their free elective or choose to complete a concentration with an international semester-away component can apply for this grant via the \$hef site at ciachef.academicworks.com. Amounts may vary and are based primarily on financial need as determined by the FAFSA or, for international students, from the information they provide on the international conditional application via \$hef. Funds may only be applied to the GCC course or concentration with international semester away that will count as credits toward a student's program of study. Students are only eligible for this grant one time, and the grant will be applied to the tuition charges specific to either the GCC course or the concentration with international semester away.

President's Bachelor's Award (Bachelor's only)

This award is given to the top student in each major at all AOS and AAS graduations. The student must have the overall top GPA and no disciplinary record with the CIA. Winners have one year from the time of their graduation to enter the bachelor's degree program at the New York campus in any major they choose. This award is for both the junior and senior years (a maximum of four semesters) as long as the student is meeting SAP requirements.

Careers through Culinary Arts Program (C-CAP) Scholarship (AOS at the NY campus only)

From among the winners of its culinary competition winners, the C-CAP organization selects students to receive a full-tuition scholarship to the CIA in Hyde Park, NY. Students are encouraged to file a FAFSA and must maintain the stated GPA as listed on the award notice from C-CAP. These scholarships cover tuition only; they do not cover room, board, books, supplies, fees, and other expenses. Recipients will not be eligible for other CIA grants and scholarships.

Careers through Culinary Arts Program (C-CAP)-CIA Matching Grant (NY campus only)

Students who are C-CAP culinary competition winners are chosen by the C-CAP organization to receive this grant. The recipients receive the funds for the first year from the C-CAP organization and then the CIA matches the award in their second year with CIA funding. The amount for this award varies based on available funding.

St. Helena High School Scholarship (Associate only)

Each year, the St. Helena Unified School District selects one student who has been accepted to the CIA for a scholarship to be used in their first year at the CIA. This scholarship is renewable if the student has a 3.0 cumulative GPA and no disciplinary record with the Dean of Students Office.

FDR High School Scholarship (Associate at the NY campus only)

Each year, the CIA offers one graduating senior who attended Franklin Delano Roosevelt (FDR) High School in Hyde Park, NY a scholarship toward their first year at the CIA. This scholarship is not renewable, and applications are available from the FDR High School Guidance Office.

James Beard Scholarship (NY campus only)

The James Beard Foundation offers scholarships each year that are administered by Scholarship America. Applicants apply through the James Beard Foundation, and the chosen student receives a one-time, non-renewable scholarship.

Napa Valley College Scholarship (Associate only)

Each year, Napa Valley College selects a student who has been accepted to the CIA for a scholarship to be used in their first year at the CIA. This scholarship is renewable if the student has a 3.0 cumulative GPA and no disciplinary record with the Dean of Students Office.

Massachusetts Restaurant Association Scholarship (NY campus only)

Massachusetts residents pursuing a degree in foodservice or hospitality may apply for scholarships at www.themassrest.org after the first of each year. This is a one-time, non-renewable scholarship that the CIA will match up to \$2,000.

Les Dames d'Escoffier Scholarship (NY campus only)

Through the SHEF scholarship site, students may apply for the Les Dames d'Escoffier Scholarships. Two students will be chosen to receive a scholarship. The student must file a FAFSA, which shows demonstrated financial need. The award will be repeated for one additional year provided the student maintains a cumulative GPA of 3.0.

American Academy of Chefs Scholarship (NY campus only)

Each year, the American Academy of Chefs will select four high school students who have been accepted to The Culinary Institute of America to receive a scholarship. The student must file a FAFSA, which shows demonstrated financial need. The scholarship is renewable annually if the student maintains a cumulative GPA of 3.0 and files a FAFSA that shows demonstrated financial need.

Associate Degree Programs

Texas Campus

El Sueño Scholarship

The CIA offers El Sueño Scholarships to aspiring culinarians. This unprecedented fund awards a significant portion of program cost for students who qualify. To qualify, students must complete a Free Application for Federal Student Aid (FAFSA), have a completed CIA San Antonio application for admission on file, complete the El Sueño Scholarship application (available online or from the Admissions Office in New York or Texas), and submit an essay of 400–500 words describing how the El Sueño Scholarship will assist in making their dream of pursuing a culinary arts degree a reality. This award is renewable for the sophomore year if the student is meeting SAP requirements and continues to demonstrate financial need as determined by the FAFSA.

Sodexo Admissions Scholarship

Incoming self-identified Hispanic/Latino students may apply for scholarship assistance by completing the Sodexo Scholarship application (available online or from the Admissions Office in New York or Texas) and submit an essay of 400–500 words on the topic described on the application. To qualify, students must have been in the top 10% of their high school graduation class and have filed the FAFSA. The scholarship will be repeated the second year if a 3.0 or higher cumulative GPA is maintained.

CIA Need-based Grant

A CIA need-based grant is awarded to degree program students with a completed FAFSA that shows demonstrated need as determined by the calculation described above. This award is renewable if the student completes the FAFSA by the priority deadline, has a calculated financial need, and is maintaining SAP requirements. Students receiving Post-9/11 GI Bill® benefits of 50% or higher are not eligible for this grant.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at www.benefits.va.gov/gibill.

CIA Alumni Referral Scholarship

The college offers this scholarship to prospective students, including international students, who submit a letter from a CIA graduate encouraging them to apply to the CIA. This letter should be submitted with the application for admission. Only one award will be given per student for the first year. This award is not renewable for subsequent years.

CIA Phi Theta Kappa Scholarship

The CIA Phi Theta Kappa (PTK) Scholarship is awarded to students—at the time of admission and upon receipt of official transcripts with PTK designation—who transfer from a community college that has entered into an articulation agreement with the CIA. International students and students using veterans educational benefits are not eligible. This scholarship is renewable with a 3.25 cumulative GPA.

National Student Organization (NSO) Scholarship—National and State Level Competitions

The CIA supports national and state competitions in culinary arts, baking and pastry arts, or culinary management and the World SkillsUSA competition. These competitions are sponsored by:

- SkillsUSA
- Family Career and Community Leaders of America (FCCLA)
- ProStart
- NAACP's Afro-Academic, Cultural, Technological, and Scientific Olympics (ACT-SO)
- American Hotel & Lodging Educational Institute (AHLEI)

At many of these competitions, the students who place first, second, or third will receive a certificate for a scholarship to attend the CIA. The amounts of these awards vary and are set each year by the college. Scholarships are renewable annually with a cumulative GPA of 3.0 or better, except for the NAACP is a 2.75 cumulative GPA or better.

Students must submit the certificate to the CIA prior to enrolling and may receive only one NSO competition scholarship. If a student has won multiple competitions, the CIA will honor the award with the highest monetary value. Winners must enroll by June of the year following their senior year of high school. All competition scholarships are for secondary level only, with the exception of the SkillsUSA first-place winner in the national postsecondary culinary arts or restaurant management competitions.

Accelerated Culinary Arts Certificate Program (ACAP)

California Campus

CIA Scholarship

The CIA seeks students who have demonstrated academic excellence and leadership qualities. CIA merit-based scholarships are awarded to students identified through the admissions process; a separate scholarship application is not necessary. Students who are receiving awards that are specific to tuition charges, including veterans education benefits and Yellow Ribbon benefits, that cover the tuition charges in full are not eligible for this scholarship. Students who have tuition-specific awards that do not cover 100% of their tuition may have this scholarship prorated if adding it to the other awards would total more than the tuition charges.

CIA Alumni Referral Scholarship

Students, including international students, who submit a letter from a CIA graduate encouraging them to apply to the CIA's Accelerated Culinary Arts Certificate Program, are eligible to be considered for this scholarship. Students who graduated from a CIA bachelor's degree program are eligible with confirmation of degree completion from the CIA Registrar's Office and a referral letter from a former CIA instructor. This letter should be submitted with the application for admission. Only one award will be given per student for two semesters of the certificate program at the CIA. This award is not renewable for subsequent years.

Vi Endowed Scholarship

The Vi Endowed Scholarship is available to graduates of accredited undergraduate nutrition, dietetics, food science, or hospitality programs. All students accepted by May 1 will be considered for this scholarship based on academic records, extracurricular activities, and the personal essay provided with the student's application. A separate scholarship application is not necessary. Final selection will be made in consultation with Vi.

Master's Degree Programs

New York Campus – Online

CIA MPS Grant

Students who enroll in the 2021 September entry date are eligible to receive this grant. The grant will be renewable for each of the applicable regular semesters of the program as long as the student maintains SAP and has continuous enrollment.

Private Financial Aid Programs

Scholarships and Grants

Throughout the year, many organizations generously offer scholarship assistance to accepted and attending students at the CIA. Over two million dollars in donated scholarship funds were awarded last year. Criteria and application procedures vary, and are listed on our \$HEF site. CIA students are encouraged to check this site often to learn of scholarship opportunities that become available throughout the year.

Additionally, a variety of sources outside the CIA offer private grants and scholarships. The Internet, public libraries, and high school guidance offices are good sources for scholarship information. Students should check the \$HEF site for additional sources.

Loans

Some lenders offer educational alternative loans as a means for students to fund their education. These loans are generally based on students' credit history and can be used in addition to any federal, state, school, or private funding students receive, up to the CIA-determined Cost of Attendance (COA). Students should always file a FAFSA before applying for an alternative loan to determine eligibility for federal aid, as it is advised that they use all federal, state, and institutional resources before turning to an alternative loan. Students should be aware that final approval of the loan must be received by Student Financial and Registration Services before an alternative loan will be deducted from their bill.

Students should contact their lender when they apply for admission to understand the procedure and time frame required to have a loan in place by their entry date. Students should also note that they should not apply for an alternative loan more than 90 days prior to their entry date. A list of lenders commonly used by CIA students is available at www.ciachef.edu/tuition-and-financialaid.

For More Information

For more answers to your financial aid questions, watch our financial aid videos at ciachef.financialaidtv.com. You may also visit www.ciachef.edu/tuition-and-financialaid or call 845-451-1500. In addition, current CIA students can look up Student Financial and Registration Services on CIA Main Menu.

Federal Loan Repayment Chart

FEDERAL DIRECT (SUBSIDIZED AND UNSUBSIDIZED) AND FEDERAL PARENT PLUS LOANS									
	4%			5%			6%		
BALANCE AT REPAYMENT	PAYMENT	MONTH	INTEREST	PAYMENT	MONTH	INTEREST	PAYMENT	MONTH	INTEREST
\$1,000	\$50	21	\$37	\$50	21	\$46	\$50	22	\$50
\$2,000	\$50	44	\$150	\$50	44	\$192	\$50	45	\$237
\$3,000	\$50	68	\$353	\$50	70	\$459	\$50	72	\$576
\$4,000	\$50	94	\$660	\$50	98	\$876	\$50	103	\$1,121
\$6,000	\$61	120	\$1,290	\$64	120	\$1,637	\$67	120	\$1,994
\$8,000	\$81	120	\$1,719	\$85	120	\$2,182	\$89	120	\$2,658
\$10,000	\$101	120	\$2,149	\$106	120	\$2,728	\$111	120	\$3,322
\$20,000	\$202	120	\$4,299	\$212	120	\$5,456	\$222	120	\$6,645
\$30,000	\$304	120	\$6,448	\$318	120	\$8,183	\$333	120	\$9,967
\$40,000	\$405	120	\$8,598	\$424	120	\$10,912	\$444	120	\$13,290
\$50,000	\$506	120	\$10,747	\$530	120	\$13,639	\$555	120	\$16,612
\$60,000	\$607	120	\$12,897	\$636	120	\$16,367	\$666	120	\$19,935
\$100,000	\$1,012	120	\$21,494	\$1,061	120	\$27,278	\$1,110	120	\$33,224

	7%			8.25%			9%		
BALANCE AT REPAYMENT	PAYMENT	MONTH	INTEREST	PAYMENT	MONTH	INTEREST	PAYMENT	MONTH	INTEREST
\$1,000	\$50	22	\$66	\$50	22	\$80	\$50	22	\$88
\$2,000	\$50	46	\$284	\$50	47	\$347	\$50	48	\$387

\$3,000	\$50	75	\$703	\$50	78	\$882	\$50	81	\$1,001
\$4,000	\$50	109	\$1,404	\$50	117	\$1,827	\$51	120	\$2,080
\$6,000	\$70	120	\$2,360	\$74	120	\$2,831	\$76	120	\$3,120
\$8,000	\$93	120	\$3,146	\$98	120	\$3,775	\$101	120	\$4,161
\$10,000	\$116	120	\$3,933	\$123	120	\$4,719	\$127	120	\$5,201
\$20,000	\$232	120	\$7,866	\$245	120	\$9,436	\$253	120	\$10,402
\$30,000	\$348	120	\$11,799	\$368	120	\$14,155	\$380	120	\$15,603
\$40,000	\$464	120	\$15,732	\$491	120	\$18,873	\$507	120	\$20,805
\$50,000	\$581	120	\$19,665	\$613	120	\$23,592	\$663	120	\$26,005
\$60,000	\$697	120	\$23,598	\$736	120	\$28,310	\$760	120	\$31,207
\$100,000	\$1,161	120	\$39,330	\$1,227	120	\$47,183	\$1,267	120	\$52,011

Student Life and Services

The Culinary Institute of America strives to provide a quality of life at each of our diverse campuses that helps students grow both personally and professionally.

Except where noted otherwise, the information in this section pertains to the CIA's **three U.S. campuses only**. All student services at the CIA Singapore are provided by its partner university, the Singapore Institute of Technology, and more information about these services can be found at www.singaporetech.edu.sg.

Student Handbook

Students at the U.S. campuses will want to review their Student Handbook, a guide to campus life. This handy guide explains CIA rules and covers services and activities. The handbook can be accessed via the pulldown menu from the home page of this catalog.

Residence Halls

The CIA offers on-campus housing at its Hyde Park, NY and St. Helena, CA campuses.

New, first-time students are guaranteed assignment to a residence hall provided the college has received their housing application by the priority deadline of at least 60 days prior to their entry date. Information about the housing application is included in the registration packet sent to students following their admission to the college. All new and returning students must complete the on-campus housing request form located on CIA Main Menu (the CIA student portal). Please note that there are no on-campus accommodations for married couples. The college reserves the right to close the residence halls and require students to vacate the halls during school vacation periods, including bachelor's degree program breaks.

New York Campus

The college maintains on-campus residential facilities, providing housing for more than 1,700 students. Four residence halls, six Adirondack-style lodges, and 20 townhouses help meet student demand for housing on campus, and the college's goal of providing accommodations for all students requesting housing.

Occupancy in all residence halls include single-, double-, triple-, or quadruple-occupancy rooms with private or shared bath. Residential housing is a privilege, and students are expected to adhere to college behavioral standards and be cooperative members of the residential community.

The pricing of campus housing for each semester varies with the type of accommodation, but includes all utilities, laundry facilities, and wireless Internet. There are no large security deposits required. All rooms are furnished with a desk, chair, dresser, wardrobe or closet, and bed for each student. Rooms are also air-conditioned and equipped with a provided MicroFridge® (microwave/refrigerator combination unit).

Additional amenities in the residence halls include common lounges, free laundry facilities, computer rooms with equipment and Internet access provided, and kitchen facilities for student use. Trained full-time professionals and part-time paraprofessionals reside in each residence hall, and provide supervision, guidance, and activities for residential students.

California Campus

The CIA at Greystone maintains residential facilities that provide housing for approximately 130 students, both on campus in the Guest House, and at the Vineyard Lodge Housing Center. Vineyard Lodge II, one of two residence halls at the Center, holds LEED (Leadership in Energy and Environmental Design) Gold certification from the U.S. Green Building Council, offering students the chance to live in—and learn from living in—an environmentally conscious facility.

If on-campus housing becomes fully occupied, the CIA may provide off-campus alternatives as a way to meet the housing demands for students. These properties may range from rental houses to executive apartments located at various locations throughout the Napa Valley. Because these properties would be controlled by the CIA, all residence hall rates would be charged to a student's account, eliminating the need for students to contract independently with leasing agents.

Occupancy in the residence halls include single-, double-, triple-, or quadruple-occupancy rooms with private or shared bath. Residential housing is a privilege, and students are expected to adhere to college behavioral standards and be cooperative members of the residential community.

The pricing of campus housing for each semester varies with the type of accommodation, but includes all utilities (including air conditioning) and wireless Internet connections. Amenities also include laundry and a common area with televisions and game equipment. There are no security deposits required. All rooms are furnished with a desk, chair, dresser, wardrobe or closet, and bed for each student. Rooms are also equipped with a provided MicroFridge® (microwave/refrigerator combination unit). Students are expected to provide their own bedding, sheets, and bath linens. All residence halls are non-smoking facilities.

Additional amenities include a fitness room in Vineyard Lodge II, kitchens for student use in both lodges, and an outdoor patio with grilling area at the Vineyard Lodge Housing Center. Resident assistants reside in all three housing facilities to provide supervision, guidance, and activities for residential students. Full-time security is provided by the Office of Safety and Security.

Off-campus housing is available in the communities of St. Helena, Angwin, Calistoga, and Napa, and can range from \$3,100 per month for a furnished, one-bedroom apartment in St. Helena to \$950 per month for a studio apartment in Napa. Availability of rental housing is very limited due to the rural campus location.

Students interested in off-campus housing should visit the college's website at www.ciachef.edu/ca-off-campus-housing for a listing of current rentals. The CIA offers this listing only as an information service to incoming students and therefore cannot be responsible for rental conditions or negotiations with landlords.

Personal Counseling and Mental Health Resources

Personal difficulties and emotional stress can affect a student's quality of life and ability to succeed. Speaking with a trained, objective professional can increase self-awareness and help students build better coping strategies.

Students who are already under the care of a psychiatrist and/or therapist may want to transfer their care to local resources in order to have appropriate support during their time at the CIA. Services vary depending on the campus the student is attending, as follows:

New York Campus

The Counseling and Psychological Services (CAPS) Office provides confidential personal counseling to CIA students at the Hyde Park campus free of charge. Services include individual counseling or "talk therapy," crisis intervention, support, and educational programs. The office also provides referrals to specialized services off campus, including psychiatry.

The CAPS Office is accredited by the International Association of Counseling Services (IACS) and staffed by licensed therapists who can assist students with personal, social, emotional, and substance-related concerns. Examples of concerns students bring to counseling are adjusting to college, relationship matters, lack of confidence, stress, anxiety, and depression.

The mission of the CAPS Office is to help students succeed at the CIA. They know the fast pace of student schedules and offer solution-focused interventions—such as cognitive-behavioral therapy—that can be beneficial.

Therapists abide by federal and New York State laws and professional ethics to ensure students' personal information is protected. CAPS visits are not part of a student's academic record.

Telephone consultations, to plan for a student's support needs, are available for students and parents prior to arriving on campus. Call 845-905-4241 to schedule a consultation.

California Campus

The CIA at Greystone provides confidential personal counseling services for currently enrolled students, free of charge. A full-time licensed therapist and a part-time licensed therapist are available for individual counseling and crisis intervention. Off-campus referrals can also be provided for specialized psychiatric services as needed.

Counseling services are focused on providing support for a student's success. It is natural for a student to struggle with personal or emotional challenges, and to seek support to cope effectively and grow in self-awareness. Some examples of concerns that students bring to counseling are: adjustment to college, relationship conflicts, loss of a loved one or relationship, stress, anxiety, depression, low self-esteem, and substance-related issues. Our counseling services can assist students in improving skills in such areas as stress management, problem-solving, relaxation techniques, assertive communication, healthy coping, and cognitive-behavioral change.

Therapists abide by federal and California State laws and professional ethics to ensure a student's personal information is protected. Counseling appointments are not part of a student's academic record.

To schedule a counseling appointment or a consultation, students can call 707-967-2443. Students experiencing a mental health crisis after hours should contact Napa County 24-Hour Crisis Center at 707-253-4711 or proceed to the St. Helena Hospital emergency room for a psychiatric evaluation.

Texas Campus

CIA San Antonio students should check with their insurance provider for a list of therapists and/or psychiatrists in Bexar County who accept their insurance.

Students who are experiencing a mental health crisis should contact Bexar County Mental Health, which can be reached at 210-207-2581, 24 hours a day. Students may also call The Center for Health Care Services at 210-223-7233; 24-hour Crisis Care Helpline: 1-800-316-9241.

Health Services

Insurance

The CIA does not provide students with health insurance. The college carries secondary student accident insurance for each student, which will provide coverage for accidents only. Students are strongly urged to obtain health insurance applicable at the campus location of attendance.

Personal Health Resources

Students with insurance should check with their insurance provider for a list of physicians or care providers in the area where they will be attending the CIA who accept the insurance. Students who need medical insurance can go to the online Health Insurance Marketplace in their permanent state of residence to get coverage.

Student Health Services

New York Campus

The CIA provides the services of a registered nurse for illness, injuries, vaccinations, and health education at the Hyde Park campus from 7 a.m. to 8:45 p.m. on weekdays when classes are in session. After hours, the Nurse Response Assistance line is available from 9 p.m. to 7 a.m. weekdays, and 24 hours on Saturdays, Sundays, days with no classes, and some holidays. A physician assistant is available twice weekly at a nominal fee. The cost of prescriptions, off-campus doctors, urgent care or emergency room visits, and hospitalization is the student's responsibility.

California Campus

The CIA at Greystone does not provide on-campus medical services. Care is provided through off-campus practitioners; referrals can be provided upon request. In emergency situations, students should contact the Office of Safety and Security. Injured students are reviewed by the Office of Safety and Security and then given first aid or referred to a local medical facility for treatment.

Texas Campus

The CIA, San Antonio does not provide on-campus medical services. Care is provided through off-campus practitioners. The director of education can assist with local referrals to primary care facilities, some of which are within walking distance of the college.

Student Organizations

There are several student-run organizations on all three U.S. campuses, many that feature activities and co-curricular programs designed by students. Meeting schedules and activities vary. Students should stop by or call the Student Recreation Center (New York campus) or refer to their campus's page on CIA Main Menu (student web portal) for more information.

Student Government Association

New York Campus

All students at the Hyde Park campus in good standing are members of the Student Government Association. The Association is governed by an Executive Board elected by the student body. Biweekly Student Government Association meetings are held.

California Campus

All students at the California campus are represented by elected group leaders as a form of student government. Group leaders are volunteers chosen by each cohort of students to hold positions of leadership within the student body. Group leaders meet each month with key members of campus administration to share student comments about campus life for discussion and resolution. Students are encouraged to communicate with their group leader about these important meetings.

Student Activities, Recreation, and Athletics

New York Campus

At the CIA, there is plenty to do outside of the classroom. Students can enjoy nearby Catskill and Berkshire ski areas, local golf courses, parks, and New York City museums and theaters. The Office of Student Activities and the Student Recreation Center sponsor a variety of entertainment and leisure activities. These include dances, comedy nights, films, special seasonal events, cooking competitions, and outdoor excursions such as hiking, ziplining, and whitewater rafting.

Located behind Rosenthal Hall overlooking the Hudson River, the Student Recreation Center (SRC), located in the Student Commons, includes a gymnasium with two official-size basketball or volleyball courts, a 1/11-mile running track, two racquetball courts, a group exercise room, a free-weight room, a fitness center, a new cardio fitness room, student and faculty/staff locker rooms, saunas, Student Government Association and campus newspaper offices, a six-lane swimming pool, a banquet kitchen, and lounges. CIA students can join intramural leagues or competitions in basketball, tennis, softball, flag football, racquetball, dodgeball, floor hockey, and volleyball.

To help students stay in shape throughout the year, the SRC sponsors free fitness classes such as yoga, Pilates, spinning, and Zumba®. A variety of Student Activities programs, fitness classes, and recreational and competitive sports activities are available to students seven days a week. Please consult our Student Activities/Recreation brochures and CIA Main Menu for program dates and registration deadlines.

The CIA currently sponsors coed intercollegiate athletic teams in soccer, cross-country, tennis, basketball, and volleyball. All CIA intercollegiate teams compete within the Hudson Valley Intercollegiate Athletic Conference, which is comprised of colleges between and including New York City and Albany, NY. The CIA soccer team captured the men's regular season title from 2007–2009 and again in 2014; the women's cross country team took first place in 2010, 2011, and 2012; and the women's volleyball team won the championship in 2011 and was the runner-up in 2012 and 2015 and the CIA tennis team won the conference championship in 2016 and 2017.

California Campus

The CIA at Greystone is located in the heart of the Napa Valley and is convenient to cities, mountains, and the ocean. Students are close to the greater San Francisco Bay Area, which is alive with culinary explorations, museums, concert venues, and professional sports teams. The California campus is also within driving distance to both the Sonoma Coast beaches of the Pacific and the outdoor playground of the Sierras, host to world-class skiing and any number of outdoor activities. More locally, the Napa Valley has world-class restaurants, artisan producers, seasonal farmers' markets, and festivals to enjoy. There is also plenty of opportunity for hiking, biking, and enjoying Northern California wine country after school hours.

The Student Programming Board (SPICE) sponsors several activities each year on campus for students who want to unwind outside of class. Residence Life hosts a variety of programs for all enrolled students to participate in, and numerous activities are available to students year round to support our community of wellness. Student activities are developed by and for students. For more information, please check the calendar on CIA Main Menu.

Library

New York Campus

The Conrad N. Hilton Library at the Hyde Park, NY campus houses a collection of more than 85,000 print volumes, 1,200 DVDs and streaming videos, 150 periodical subscriptions, and more than 80 research databases containing over 24,000 e-journals and e-magazines. While there is a strong specialization in the culinary field, the collection also includes a generous selection of liberal arts materials that support the college's ever-expanding educational programs. Additionally, the library is the site of the CIA's archives and special collections of historical menus and rare books. Reference librarians are available to help with research in person as well as by phone, text, e-mail, and online chat. Furthermore, the library presents a variety of course-specific information literacy workshops to teach students the most effective ways to conduct research and access library resources.

The Library Learning Commons, located within the library building, includes a variety of workspaces equipped with technology to support a diverse range of learning activities. Students have many opportunities to practice and enhance their academic and hands-on skills, as well as develop study, test-taking, and time management strategies.

California Campus

The Margie Schubert Library on the CIA at Greystone campus is located on the third floor of the main building adjacent to the Teaching Kitchen. Students may borrow books from the Greystone collection through our checkout binder located on the computer kiosk next to the door. As a general rule, books need to be returned within two weeks.

Students may also borrow materials from the St. Helena Public Library, which has an outstanding collection of wine books. Students who wish to utilize the public library in St. Helena are welcome to sign up for a library card either online or in person; there are no fees. The St. Helena Public Library is located 1.2 miles from the CIA at Greystone and is accessible by walking or by public transit.

In addition, students are granted access to the collection of databases and online resources provided through the Conrad N. Hilton Library on the New York campus simply by signing in with their student account information. Students may also request items from the Conrad N. Hilton Library on the New York campus. Books are shipped and arrive within a couple of days. The Greystone library staff will ship them back to the main campus for students.

The Margie Schubert Library is also home to the Learning Strategies Center/Library Learning Commons, whose staff provide tutoring services to all students as well as testing accommodations and disability services to those students who qualify for these services.

Texas Campus

The CIA San Antonio's 2,338-square-foot campus library, located on the third floor, includes a collection of more than 6,400 cataloged books, as well as computer workstations that allow access to the electronic resources available through libraries at all CIA campuses. Students may also request materials from the Conrad N. Hilton Library on the New York campus.

The library is also home to the Career Services Office and Learning Strategies Center/Library Learning Commons, which provides tutoring services, testing accommodations, and disability services.

CIA Singapore

Students at the CIA Singapore have access to the state-of-the-art, 11-story Temasek Polytechnic Library which provides a wide range of resources, services and facilities. The library's collections include print and electronic books, journals, online databases, audio-visual materials, and online videos. Moreover, the Temasek Polytechnic Library has three customized zones spread out over six floors that cater to different learning styles for individual and group study.

Temasek Polytechnic Library staff is available to help students use the library's services and resources effectively. The library also conducts face-to-face and online workshops on searching online databases, citing references, and evaluating resources.

CIA Singapore students can also access the online databases of the Singapore Institute of Technology as well as the online resources of the CIA's Conrad N. Hilton Library. Hilton Library staff is also available to provide research assistance via email or web conferencing.

Learning Strategies Center and Library Learning Commons

The Learning Strategies Center/Library Learning Commons is the hub of academic support on campus. Services offered through the Learning Strategies Center/Library Learning Commons support all phases of the learning process:

- Reference librarians provide assistance with research on class assignments and other scholarly endeavors
- Tutors offer one-on-one sessions and lead workshops covering some of the most challenging class material.
- An area is set aside as a knife skills and piping practice area with peer tutors standing by to offer guidance as needed.
- A testing area provides a comfortable, quiet space for students who require accommodation or need to take a make-up test.

Assistance with academic areas may take the form of peer tutoring, supplemental practice materials, content workshops, and study strategies. The LSC/LLC also assists students with basic skills such as knife cuts and piping—all services can be offered on campus or virtually.

Tutoring

Tutoring services are open to all CIA students. In addition to one-on-one tutoring, the tutoring center offers a number of workshops designed to support students in some of the more challenging classes. Online tutoring is also available for all students.

Disability Services

The Learning Strategies Center/Library Learning Commons also houses Disability Services. We believe that students with disabling conditions improve the diversity and vitality of our student body. As such, in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, the Disability Services function of the Learning Strategies Center is dedicated to ensuring that disabled students have equal access to all programs and curricula. Additional information and forms can be found on the student portal (CIA Main Menu) by selecting Academic Services and Support, and then Library Learning Commons.

The LSC/LLC will assist qualified students in attaining reasonable accommodations and support services. Our disability support specialists are available to discuss students' specific needs in the classroom, kitchen, and residence hall. Reasonable accommodations may include readers, note-takers, priority seating, enlargement of notes, tape recording a lecture, audio books, interpreters, testing accommodations, assistance with lifting, priority registration, or residence hall accommodations. Accommodations depend on the student's documentation and specific functional limitations. After reviewing the documentation and interviewing the student, a disability support specialist will determine and recommend appropriate accommodations for each student's course of study.

It is the responsibility of students to initiate a request for services and remain involved as committed learners who have taken charge of their own needs. Due to confidentiality laws governing institutions of higher education, students must disclose their disability with the Office of Disabilities to request accommodations from each instructor and/or other staff members and departments on campus. Students with disabling conditions who desire accommodations for a class, quiz, midterm, or final exam must request the accommodations with the Office of Disabilities for every instance. Students should notify instructors of their disability and need for accommodations during the first week of class.

Dietary Restrictions

Understanding that some students may have medical restrictions—including food allergies and sensitivities—that affect their diet, the college's Disability Services staff is available to assist in addressing these limitations as they apply to the technical requirements of the curriculum. Students must provide medical documentation of their dietary restriction to the necessary staff members. For information about reasonable accommodations for class assignments, product handling, and/or student dining options as related to medical dietary restrictions, please contact the Disability Services Department on your campus.

Learn more about facilities and services for students with disabilities at www.ciachef.edu/consumer-information.

CIA Cares

CIA Cares is a platform where instructors, career and academic advisors, and other support network team members work directly with students to update academic status, recommend services or events that support goals, and even send kudos for outstanding performance. Contacting and scheduling appointments with success network team members, including peer and professional tutors, through CIA Cares is available 24 hours a day, 7 days a week.

CIA Mentor Program

Coordinated by the college's Center for Career & Academic Advising, the CIA Mentor Program is a voluntary program designed for the benefit of students who want to enhance their educational experience to the fullest. It provides students with additional guidance and structure as they pursue their career goals.

In this program, enrolled students have an opportunity to connect with a mentor—an experienced CIA graduate or industry leader with strong ties to specific segments of the hospitality field. The mentor acts as a role model to demonstrate the positive results of pride, professionalism, and hard work, and can help a student determine which area of the industry the student is best suited for or most interested in pursuing. Mentors can also help introduce students to the wide network of CIA alumni and other professionals in the field.

Technology on Campus for Students

Students are provided with account information to access the various online resources that are available at the college. From CIA Main Menu, students can find school announcements, scheduled club activities, student services departmental pages, and e-mail. Personal data such as class schedules, grades, and financial aid, student account, and residence life information are also available through CIA Main Menu. The CIA-issued e-mail account and access to CIA Main Menu are provided at the time of admittance into an entry date. For more information on campus-specific technology resources, current students should refer to the Information Technology Services (ITS) page under Campus Resources on CIA Main Menu.

Peer-to-Peer File Sharing

Peer-to-peer file sharing is not allowed and is blocked on the CIA network using bandwidth-shaping technology. Under the Higher Education Opportunity Act (H.R. 4137), illegal distribution of copyrighted materials may be subject to criminal and civil penalties. The CIA is legally obligated to assist authorities in identifying individuals who violate copyright law pertaining to peer-to-peer file sharing. It is also in violation of school policy to use technology designed to circumvent the blocking of this activity.

Student Dining

Student dining at The Culinary Institute of America is much more than a typical college meal plan. It's an important part of the campus culture at the CIA, fostering community and teamwork by preparing and sharing meals together. Most important, student dining is a vital part of a CIA education, both for those students preparing the meals and those partaking in them. The college's unique dining program is driven by the curriculum and provides the campus population with a vast array of menu options each class day.

By taking advantage of their instructional day meals (see Meals—Board for more information), students educate their palates and expand their exposure to a variety of cuisines, foods, ingredients, and cooking methods. Enjoying student-prepared meals also serves to support the efforts of classmates in achieving their educational goals. Through the dining program, students learn valuable real-world skills such as preparing mise en place, building speed and timing in the kitchen, and plating for service.

Dietary Restrictions

Understanding that some students may have medical restrictions—including food allergies and sensitivities—that affect their diet, the college's Disability Services staff is available to assist in addressing these limitations as they apply to the technical requirements of the curriculum. Students must provide medical documentation of their dietary restriction to necessary staff members. For information about reasonable accommodations for class assignments, product handling, and/or student dining options as related to medical dietary restrictions, please contact the Disability Services Department on your campus.

The Egg

Located within the Student Commons at the New York campus, The Egg is the CIA student dining facility. It also serves as a classroom for the Non-Commercial Foodservice and High-Volume Production course and home to the Innovation Kitchen, which features a "pop-up" restaurant developed and operated by students in the Intrapreneurship concentration. The Brewery at the CIA, in partnership with Brooklyn Brewery, is also located within The Egg and serves as the hands-on lab for the Art and Science of Brewing course in the bachelor's degree program.

In addition to student dining and its role in the curricula, The Egg serves as a gathering place with many amenities for our students' enjoyment and comfort. The facility is also open to staff and visitors to the campus.

Restaurants and Campus Stores

The Culinary Institute of America operates a family of unique award-winning restaurants staffed by students and faculty in the CIA academic programs. The college also runs The Restaurant at CIA Copia in Napa, CA. All Culinary Institute of America restaurants and stores serve both the campus community and the public.

For menus, hours of operation, and more information about The CIA Restaurant Group, visit www.ciarestaurantgroup.com.

Student Discounts

All CIA students receive a 10% discount at all CIA restaurants at all times, with the exception of The Egg on the New York campus and The Top Table in Singapore. In all circumstances, the student must be dining with any guests for whom this discount will apply. This discount does not apply to special offers, events, or Special Dining Events programs unless otherwise advised.

New York Campus

American Bounty Restaurant

With a focus on the seasons and products of the Hudson Valley, contemporary and traditional regional dishes are brought to life at the American Bounty Restaurant in an honest and flavorful way. Rounded out with a first-class American wine list and comfortable, warm service, this casually elegant restaurant sets the stage for an unparalleled dining experience in New York's Hudson Valley.

The Tavern at American Bounty is a casual section of the restaurant where diners can enjoy tavern fare and specialty beers from the Brewery at the CIA. No reservations are necessary for The Tavern experience.

Apple Pie Bakery Café

Featuring baked goods and café cuisine in a relaxed and inviting atmosphere, the café offers everything from savory items to fresh artisan breads and from elegant pastries to luxurious confections that tempt the palate. An assortment of cold and hot beverages completes the café experience. The bakery café offers both a dine-in area and a grab and go takeout area. No reservations are necessary for the Apple Pie Bakery Café experience.

The Bocuse Restaurant

Sleek and strikingly contemporary, this French restaurant is named for the most famous chef in France, Paul Bocuse. The Bocuse Restaurant re-imagines the execution of classic French cuisine through the lens of ultra-modern cooking techniques, brings a new style of casual yet sophisticated service, and offers a breathtaking architectural interior design.

With an exceptional French wine list and innovative cocktail program, The Bocuse Restaurant is a unique and exciting world-class dining experience.

Ristorante Caterina de' Medici

Truly authentic regional Italian cuisine takes center stage at Ristorante Caterina de' Medici, a sophisticated dining room overlooking a stunning herb and rose garden. Dining at this grand Tuscan-style villa is a culinary escape to another world without ever having to leave the beautiful Hudson Valley.

A casual section in the Ristorante Caterina de' Medici, the **Al Forno Trattoria** serves up wood oven pizza and other simple rustic dishes. No reservations are necessary for the Al Forno Trattoria experience.

Craig Claiborne Bookstore

Located on the first floor of Roth Hall, the Craig Claiborne Bookstore offers a wide selection of culinary and non-culinary titles. It also sells a selection of professional cooking and baking equipment, school supplies, health and beauty aids, replacement uniforms, gourmet food, and gift and novelty items from sweatshirts and t-shirts to glassware and souvenirs. Most items in stock are available by mail order. Call 845-452-7648 or visit ciachef.bncollege.com.

California Campus

Gatehouse Restaurant

In the Gatehouse Restaurant, advanced CIA students transform the freshest regional ingredients such as those from the CIA's own farm and herb gardens into creative contemporary dishes served graciously in a refined yet casual dining room. The experience is orchestrated by faculty-led CIA students in a restaurant classroom, making for a truly unique and memorable dining event.

The Restaurant at CIA Copia

The Restaurant at CIA Copia offers an uncommon experience. The curated selection of wines, beer, and craft cocktails elevate the flavors of each dish. Its sleek and comfortable atmosphere is perfect for a celebratory evening or a go-to hangout with friends. Patrons can have a drink at the bar or grab a couch in the lounge. Whether you are dining inside, or outside in the Grove, enjoy California Mediterranean cuisine.

The Bakery Café by illy

Located on the main floor of the Greystone building, The Bakery Café by illy offers guests the opportunity to experience coffee and cuisine from two industry leaders—illycaffè and the CIA. Customers can choose from a variety of sumptuous sandwiches, soups, salads, breads, pastries, desserts, and coffee drinks.

The Spice Islands Campus Store and Marketplace

The campus store and marketplace is located on the first floor of the main building. The Marketplace offers a list of more than 1,300 titles, as well as a selection of professional cooking and baking equipment, school supplies, health and beauty aids, gourmet food and ingredients, and a wide range of gift items. Student discounts are offered on uniforms as well as other merchandise.

Texas Campus

Savor

Savor restaurant highlights the talents of our CIA students under the supervision of the college's world-class faculty. Inspired by global flavors and cuisines, and rooted in our culinary arts curriculum, the carefully curated menu puts an innovated twist on classic dishes. Patrons can opt to build their own three- or four-course meal in the intimate dining room or spend time in the lounge area and order constantly changing tastes from the kitchen.

CIA Singapore

The Top Table

The Top Table restaurant serves as a training ground for students in both contemporary and formal cuisine and service. The contemporary menu is casually elegant—a combination of local ingredients with western flair—and is paired with friendly, professional service. The formal menu features cuisine based in classical techniques with an emphasis on innovative and modernist methods of cooking, and a service model that includes gueridon service and white-tablecloth elegance.

Sugarloaf Café

Located off the main lobby of the Temasek Culinary Academy, Sugarloaf Café is managed by the CIA baking and pastry arts students. It offers soups, salads, sandwiches, artisanal breads, freshly baked goods, coffees, milkshakes, floats, desserts, and house-made ice creams—bringing a combination of American and European flair to Singapore.

Special Events

Our two California locations and our Hyde Park location are magnificent special event locations that offer a variety of dramatic venues for all types of conferences, social gatherings, and corporate events.

Student Work Programs

The Student Financial Planning Office oversees student work programs, including the CIA Earn & Learn Tuition Offset Scholarship and Federal Work Study.

The CIA looks for responsible, talented, and passionate students to fill open opportunities on campus. There is a wide range of opportunities, and many departments rely on student assistants to support the numerous tasks that ensure the successful daily operation of the college. Students, in return, gain invaluable hands-on experience while earning money or a tuition offset scholarship.

Students who are interested in working on campus must follow the instructions outlined for the program in which they wish to seek work opportunities. Instructions are available on the Student Work Programs Page of CIA Main Menu. Opportunities are not guaranteed.

To participate in Federal Work Study, students must apply to open opportunities under the program. If offered a position, a student must complete an employment process that includes completing a W-4 and an I-9 form. The I-9

form, required by the U.S. Department of Homeland Security, establishes eligibility to work in the United States and requires students to present original documentation to verify their eligibility. Students at the New York campus must meet with the program manager to complete their employment process after they have accepted a position for Federal Work Study. Students at the California and Texas campuses should visit the Administration Office for assistance with their employment process.

To participate in Earn and Learn, students must apply to the scholarship on \$HEF. Those who are eligible for the scholarship can apply to open opportunities under the program. If offered a position, the student will complete the paperwork process with the program manager.

For further information, please contact Student Financial Planning:

Phone: 845-451-1500

E-mail: SFRS@culinary.edu

Center for Career and Academic Advising

Employing a comprehensive, holistic, and personalized approach, the CIA Center for Career and Academic Advising helps students evaluate their many potential academic and career options. The Center's staff serves CIA students in the exploration of life goals, vocational and long-term career goals, and selection of academic programs, as well as the selection and scheduling of courses. See Contacts to contact Center staff by phone or e-mail.

Academic Advising Services

The Center for Career and Academic Advising serves as a resource for students as they progress through their education. Committed to supporting students' individual educational goals and enhancing their learning experiences at the CIA, the Center's staff provides students with detailed course information and refers them to various support services on campus as needed. They can also help students with:

- Academic advising for the associate and bachelor's degree programs,
- Questions about transferring credits to the CIA,
- Understanding all of the options and opportunities in the degree programs, and
- Learning about the financial benefits of Fast Track.

Career Services

A CIA education offers students unparalleled career opportunities. The Center for Career and Academic Advising is dedicated to providing CIA students and graduates of its degree and certificate programs with the tools needed to effectively manage their career progression, from foundational experiences through pinnacle positions. Students are assigned an advisor, who will work with them to prepare for their externship and their post-graduate job search. The relationship does not end at graduation—CIA alumni enjoy free, lifelong assistance.

Externship

All students will complete an internship or externship in their program of study. This course is a full-time commitment of 14 consecutive weeks or 550 hours of applied full-time work experience at a single CIA-approved location. Kitchen and academic course work will prepare students to successfully execute their job functions, and the Center for Career and Academic Advising staff will provide students with the tools to successfully conduct a professional job search. Students have two preparation classes that provide instruction on creating a résumé, doing career planning, building interview skills, conducting a job search, and other topics. Students will put these tools to use as they secure their own externship site. Before students enter their junior year, they have created a résumé, conducted a job search, successfully

interviewed, and have been employed in the industry—valuable experiences that will be put to use throughout their careers.

For more information about the externship, please see Externship.

Career Advisement and Resources

Following externship and continuing after graduation, students have the opportunity to work one-on-one with a Center advisor to reassess career goals, update their résumé, build their professional network, and conduct their post-graduate job search. Students and alumni have access to the college's web-based job board and career management tool. The Center receives more than 400 job postings each month for a variety of hospitality positions, from employers who specifically want to hire CIA graduates.

Career Fair and Recruiting

The Center for Career and Academic Advising hosts three Career Fairs at the New York campus each year and Career Networking Days at the California and San Antonio campuses, allowing students direct access to network and interview with potential employers. In addition to these events, the Center hosts on-campus recruiting visits throughout the year. These visits bring representatives from major hotels, resorts, restaurants, restaurant groups, magazines, companies specializing in research and development, and others, with a wide variety of potential jobs and externships for our students and graduates to the three U.S. campuses.

The Center's staff strongly encourages early and ongoing involvement with the activities and resources it provides to maximize opportunities for making informed externship and employment decisions. While the college vigorously pursues job placement for graduates, placement is not guaranteed.

Alumni Relations

Since 1946, The Culinary Institute of America has greatly expanded its programs both within the college and with our alumni constituency, with a clearly defined purpose: to create and maintain the premier college for culinary education. In the process, the CIA Alumni Network has grown to more than 50,000 professionals working in all areas of the foodservice, beverage, and hospitality industries throughout the U.S. and the world.

As a part of CIA Advancement, The Statler Alumni Relations Office focuses on integrating CIA alumni into regional and national programs that benefit their professional growth and provide support for the college, both academically and financially. CIA alumni are involved in virtually every area of college advancement, including recruitment, admissions, student mentoring, career placement, fundraising, regional receptions, and other special CIA presentations.

The CIA welcomes graduates as members of the CIA Alumni Network and its online community, located at www.ciaalumninetwork.com. The college offers alumni lifelong access to career placement assistance and continuing education programs to keep them updated on colleagues and new programs, activities, and industry advancement. Upon graduation, new alumni are issued an alumni pin, as well as an ID card that qualifies them for discounts in CIA restaurants, on certain continuing education courses and conferences, on alumni merchandise, and in the Spice Islands Campus Store and Marketplace at the CIA's California campus. The CIA's Alumni Weekend and other regional alumni receptions are held throughout the country and bring graduates together to build camaraderie and provide an outlet for social and business networking.

The office staff encourages alumni and students to reach out at 845-451-1401 or alumni@culinary.edu, or to visit www.ciaalumninetwork.com. Connect with us on Facebook at CIAAlumniNetwork.

Advancement

CIA Advancement includes areas of development such as alumni relations, industry and community partners, individual and planned giving, annual giving, gift-in-kind, government and foundation relations, special events, and donor relations and stewardship. The department is committed to developing and deepening relationships to strengthen pride, inspire participation, and increase financial support among stakeholders of the CIA, including alumni, members of the Board of Trustees, Fellows, friends, corporations, foundations, and government entities.

For more information, please contact us at 845-451-1401 or advancement@culinary.edu, or visit www.ciagiving.org.

Publication Home

Welcome!

The Academic Catalog of The Culinary Institute of America is where you'll find information about CIA degree and certificate program requirements, courses, and academic policies at all CIA campuses.

How to Use this Catalog

- Use the navigation at left or the Publication Search at the top left to quickly find the specific information you need.
- Collect and save pages you visit frequently with My Portfolio.
- Learn more about this catalog.

Looking for the Student Handbook?

Information about campus life and services, student rights and policies, and campus contacts is available in our Student Handbook. Use the drop-down menu at the top right of this page to select the current edition of the handbook. If viewing from a mobile device, please return to the main page to select the desired publication.

Academic Rules, Regulations, and Information

Students at The Culinary Institute of America, as at any college, are taught a variety of information, skills, and values in their classes. They are evaluated based on their performance in the college's classrooms, kitchens, bakeshops, and dining rooms as they progress toward their degree or certificate. This section outlines the information and regulations that support the curricula and academic life at the CIA.

Registration—Undergraduate and Graduate

Undergraduate: Registration is the formal process of enrolling in the college's degree or certificate programs. Students must be cleared academically and financially to progress from one semester to the next. Students can only attend classes if they are registered. Registration schedules are posted on CIA Main Menu. For more information, contact Student Financial and Registration Services.

When students receive academic, financial, health and/or Student Affairs clearance, they will become eligible for course registration. The college reserves the right to alter groups, schedules, policies, and operational procedures in order to achieve the best educational balance. For the bachelor's degree schedule at the New York campus, students will choose their courses following a set of guidelines. At the CIA Singapore, courses for the bachelor's degree will be offered based on the academic needs of each entering cohort of students to meet the degree requirements of the CIA.

Graduate: When master's degree or graduate certificate students receive academic and financial clearance, they will be assigned the class schedule adhering to the course sequence as designed by the program.

Course Load—Undergraduate

Full-time students are scheduled for 12 to 18 credits in a 15-week semester. Occasionally, a student may request a credit overload to 21 credits in a specific semester. Due to the academic rigor required, an overload request will be granted provided students have attained a cumulative GPA of 3.60 or higher after having completed at least 30 credits at the CIA and have permission from their academic advisors. A student on overload will pay the per-credit charges for credits above 18. Please see Tuition and Fees. Under no circumstances will a student be permitted to take more than 21 credits in a semester.

Students placed on academic probation are limited to a maximum of 15 credits per semester. For more information, see Academic Progress.

Prerequisites—Undergraduate and Graduate

Because of the unique nature of the curriculum, there are occasionally courses that must be passed before students will be permitted to take the next course in the sequence. These prerequisites are set by the Education Division's Curriculum Committee and are enforced by the Registrar's Office. If there are any questions, students should contact the Center for Career and Academic Advising for further clarification. For the MPS graduate course in Food Business, or the MPS graduate course in Wine Management, please contact the Senior Director, School of Graduate and Professional Studies.

Class Admittance—Undergraduate

For a student to be admitted to class, the student's name must appear on a class roster.

Students also must have financial clearance to attend classes at all times.

Course Makeups—Undergraduate

Students who have to make up a course for any reason must make arrangements to re-register for the course. Registration is guided by the following conditions:

- Students may not be scheduled for two lab courses at the same time.
- The enrollment in the makeup course does not exceed the maximum allowable class size.
- The course schedules do not conflict.
- There are no non-laboratory prerequisites.

ServSafe Exam Retake

The ServSafe® certification examination is given as a Pass/Fail grade at the end of the Food Safety course or Introduction to Food Science. It is a prerequisite for Externship Culinary Arts (EXTN-220) or Externship Baking & Pastry Arts (EXTN-225), and a graduation requirement. The ServSafe certification exam consists of 80 multiple-choice questions, and is recognized by 95% of jurisdictions that require or encourage food safety certification. The certifying body is the National Restaurant Association Educational Foundation, which provides many different versions of the secured exam.

Exams in Spanish, Korean, Japanese, Chinese, and French Canadian are available, but requests must be made by the end of the first full week of the student's Food Safety or Introduction to Food Science class to make the accommodations.

Only retake exams proctored at The Culinary Institute of America will be accepted, and a certification exam score of 75% or better is required to pass the exam and become certified. Students who score below 75% will see an "F" on their transcript and must reschedule to take the exam through Student Financial and Registration Services (SFRS) to avoid delay in leaving for externship. A passing grade ("P") is required to be registered for externship.

No more than four attempts to pass the exam are allowed in a year, and a 60-day waiting period is required between the second and third attempt and again between the third and fourth attempt. After the fourth attempt, examinees must wait another full year before they are eligible to retake the exam a fifth time.

Students must complete five hours of tutoring or the equivalent number of study hours using the ServSafe Moodle Boot Camp, no more than 30 days before the scheduled exam date. Students will not be permitted to retake the exam without proof of the tutoring hours or completion of the ServSafe Moodle Boot Camp.

Students will be charged \$60 for exam retakes.

If students have a valid ServSafe Manager Certification that has not expired within the first two years of their CIA education, they qualify for credit for the ServSafe Exam (CUSC-100A) but are still required to complete the Food Safety (CUSC-100) course or Introduction to Food Science (CUSC-105).

Adding, Dropping, or Withdrawal from a Course—Undergraduate and Graduate

Students are expected to attend and complete all classes for which they are registered. Students are eligible to participate in the add/drop period during the first seven calendar days of each semester (attendance policies apply during the add/drop period). There is no add/drop period during a student's externship semester. Students who decide to withdraw from a course after the add/drop period must request their withdrawal with the Center for Career and Academic Advising. MPS graduate students who decide to withdraw from a course after the add/drop period must request their withdrawal with the Senior Director, School of Graduate and Professional Studies. Students will be eligible for a grade of "W" if withdrawing from the course by the deadline listed in the chart below. After that time, the student will be assigned a grade of "WF."

Course Withdrawal Timeline

Length of class	Typical meeting days	Last day to withdraw with a grade of "W"
3-week lab or lecture course	5 days per week	3rd class day
5-week lab course	5 days per week	5th class day
6-week lecture course	2 days per week	6th class day
7-week lab course	5 days per week	7th class day
7-week lecture course	2 days per week	7th class day
7-week online lecture course	Online	Friday of 3rd week

9-week lecture course	4 days per week	9th class day
12-week lab or lecture course	1 day per week	6th class day
12-week lab or lecture course	2 days per week	12th class day
15-week lab course	2 days per week	6th class day
15-week lab or lecture course	1 day per week	7th class day
15-week lecture course	2 days per week	15th class day
15-week online lecture course	Online	Friday of 7th week

Repeating a Course—Undergraduate

Students will be permitted to repeat classes they have previously failed or from which they have been withdrawn. Students will also be permitted to repeat a course they have failed twice. If the student successfully completes the course, the passing grade will be issued. The previous failure or failures remain on the student's transcript, but are not included in the calculation of the student's grade point average.

Students will be permitted to repeat classes for which they have previously earned a grade of "D" once. The previous "D" grade remains on the student's transcript, but is not included in the calculation of the student's grade point average. The higher grade will be calculated in the student's grade point average. Students repeating courses must consult with Student Financial and Registration Services to prevent scheduling conflicts and to review potential financial aid implications. Please review GPA and completion rate information under Satisfactory Academic Progress.

Repeating a Course—Graduate

Graduate students will be permitted to repeat classes they have previously failed or from which they have been withdrawn. Students will be permitted to repeat classes for which they have previously earned a grade of "C" once. The previous "C" grade remains on the student's transcript, but is not included in the calculation of the student's grade point average. The higher grade will be calculated in the student's grade point average. Graduate students repeating courses are advised that the course may not be offered each semester, and must consult with Student Financial and Registration Services to prevent scheduling conflicts and to review potential financial aid implications. Please review GPA and completion rate information under Satisfactory Academic Progress.

Independent Study—Undergraduate

Independent studies provide a unique opportunity for highly motivated students in the bachelor's degree programs to pursue a particular area of study under the guidance of a faculty member. The protocol for students who wish to create an independent study is as follows:

- Identify a research project and a faculty member with the appropriate expertise who is available to work with them.
- Write a formal proposal for their independent study that includes the following parts: description and rationale for the research project, three to five sources, and a timeline.
- The proposal needs to be approved by the faculty member and a dean or associate dean no later than the first week of the semester in which the independent study will be done.

- The associate dean will give the final approval and notify the Registrar's Office.

Another option for students interested in pursuing an independent study is to enroll in the Honors Thesis Seminar (BPSE-450H).

Bachelor's Degree Concentrations

Bachelor's degree program students in the **food business management, hospitality management, culinary arts, and baking and pastry arts majors** have the option of participating in a specialized program of study that may include a semester at one of the college's branch campuses:

- Advanced Concepts in Baking and Pastry (semester in California; for students who have completed the baking and pastry arts core only)
- Advanced Wine, Beverage, and Hospitality (semester in California)
- Asian Cuisine: An Edible Journey from Traditional to Contemporary (semester in Singapore)
- Beverage Production and Service (fully in New York)
- Farm-to-Table: Practices of a Sustainable Table (semester in California or New York)
- Intrapreneurship: Driving Innovation from Within an Organization (fully in New York)
- Japanese Cuisine: A Study of Tradition, Flavor, and Culture (semester in New York including 10 days in Japan)
- Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques (semester in Texas)
- Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (semester in Spain)

Students in the **applied food studies major** of the bachelor's degree program have the option of taking the following concentrations:

- Advanced Wine, Beverage, and Hospitality (semester in California)
- Asian Cuisine: An Edible Journey from Traditional to Contemporary (semester in Singapore)
- Farm-to-Table: Practices of a Sustainable Table (semester in California or New York)
- Japanese Cuisine: A Study of Tradition, Flavor, and Culture (semester in New York including ten days in Japan)
- Latin American Cuisine Studies: New World Flavors, Ingredients, and Techniques (semester in Texas)
- Mediterranean Cuisine: Exploring Cultures, Traditions, and Flavors (semester in Spain)

Concentration space is limited. In order to be considered, students must submit a Request to Participate form to the Center for Career and Academic Advising.

Students interested in pursuing a concentration must meet the following requirements:

- Be in good academic standing as defined in the CIA *Academic Catalog*,
- Have successfully completed Financial Accounting (Financial Accounting (MGMT-115)), and
- Have no more than two other "first-term" (first semester, junior year) courses not yet successfully completed in the bachelor's program.

Students may be permitted to register for a concentration in the second semester of the senior year under the following conditions:

- The concentration is not offered during the first semester of their senior year,
- They have fulfilled the language requirements, and
- They have successfully completed Foodservice Management (Foodservice Management (MGMT-450)) prior to leaving for that concentration (for concentrations with a semester at one of the CIA's branch campuses).

Double Majors and Concentrations

Occasionally a student wishes to specialize in two discrete areas of study to prepare for an intended career. In such a case, the student may want to apply for a double major or double concentration. The student will complete a single set of core requirements and complete two sets of major and major elective/concentration requirements, one for each major desired. Courses cannot be counted twice to meet different requirements. Students who complete the requirements for a double major receive a single diploma.

Requirements:

- Students who request a double major or double concentration must do so by the second semester of the junior year so as not to extend the length of the current degree program.
- The option of earning a double major or concentration is available to matriculated baccalaureate students only and based on availability.
- A double major/concentration requires the approval of the Center for Career and Academic Advising, which will take into consideration issues such as potential scheduling conflicts and transfer credits prior to approving the program of study.
- The student must select one major as the primary program of study. This will be the major recognized at the commencement ceremony.
- If a student wishes to declare a concentration within one of the majors, that too must be approved by the Center for Career and Academic Advising.
- If the courses for the first concentration also fulfill elective requirements for the degree and/or the major, courses toward a second concentration are in excess of the total required for the degree. Therefore, these courses cannot be considered toward the student's full-time enrollment status and are not eligible for financial aid.

If a student expresses interest in a second area of study that will extend the duration of study beyond the normal program length, the request may be granted with the following stipulations:

- The current degree (pending successful completion) will be conferred as planned.
- The student may re-enroll as a non-matriculated student.
 - There is no financial aid eligibility for the non-matriculated status.
 - The student will be reported to any lenders as graduated from the degree program and begin repayment of any loans incurred.
 - The courses required for the additional major or concentration will appear on the student's official transcript with earned grades.
 - The transcript will not note an additional major or concentration since the student is not enrolled in a degree program.

No amended or additional diploma will be issued at the conclusion of the course work.

Earning Two Degrees

In order to be awarded two bachelor's degrees, such as a Bachelor of Professional Studies (BPS) and a Bachelor of Business Administration (BBA), students must complete a minimum of 30 credits in residence at the college beyond the requirements of the first bachelor's degree (providing that the second degree program requires at least 30 additional credits not previously completed by the student). Students will be able to enroll in the second degree program upon the completion of the first degree. Reviewing the degree requirements and completing a course plan with their career and academic advisor for their desired degree programs are critical steps that will help students understand if taking a second degree is feasible, and if so, what the student will need to do and how long it will take the student to complete their degrees. It is recommended that students also consult with Student Financial and Registration Services prior to enrolling in a second degree.

Auditing Courses

In order to enable students to pursue topics of their interest and take courses that are not included in their degree or certificate program, students may audit degree or certificate courses under the following conditions:

- The student must be enrolled in a degree or certificate program,
- The course is not a required course in the student's degree or certificate program,
- There is room in the course,
- There are no scheduling conflicts,
- The course is normally offered by the college for credit,
- The faculty member has approved the request to audit the course, and
- The student has paid the audit fee before the class begins.

The Externship and Global Cuisines and Cultures courses are not eligible for audit. The auditing fee for any course shall be \$550 per credit.

Students who audit degree or certificate program courses are expected to attend all classes, but their work will not be evaluated and no record of their participation will be kept. Their transcripts will show that they have audited the course.

Students who want to audit courses must make payment and scheduling arrangements with Student Financial and Registration Services (NY), the registration manager (CA), the director of education (TX), or the managing director (SG).

Students may not audit graduate courses.

Technical Standards

The mission of The Culinary Institute of America is to teach students the general knowledge and specific skills necessary to grow into professional positions of influence and leadership in the food and hospitality industry. Contemporary culinary, baking and pastry, and hospitality education requires that the acquisition and utilization of professional knowledge be accompanied by a necessary set of skills and professional attitudes. The CIA requires that all students meet certain functions and technical standards that are essential for successful completion of all phases of our education programs, and that reflect industry requirements and standards.

To participate in and successfully complete the CIA's degree, certificate, and/or non-credit programs, each student, with or without reasonable accommodations, must be able to:

1. Have the ability to sufficiently perform kitchen, externship, dining room, café, and classroom activities and procedures. Examples of relevant activities include, but are not limited to, the ability to:
 - a. Work in a refrigerated classroom.
 - b. Lift and transport food, including hot food, as well as other culinary or baking product, equipment, small wares, and utensils.
 - c. Lift and transport trays with plated foods, small wares, and other items, and serve and clear tables where guests are seated.
 - d. Safely pour and serve liquids and beverages, including hot liquids.
 - e. Safely handle hot foods such as pulled sugar or other items coming out of a heat source.
 - f. Safely use knives for food preparation as well as other commercial cooking, baking, or serving utensils.
 - g. Perform repetitive motion skills required in the kitchen and the food industry, such as whisking, dicing, or piping.
 - h. Follow and maintain the National Restaurant Association's ServSafe® sanitation standards for safe food handling.
 - i. Safely and effectively operate standard commercial cooking and foodservice equipment.
 - j. Participate and/or work in an environment where commercial microwaves and convection ovens are being used continuously.

- k. Test and evaluate food and beverage products.
 - l. Produce food products within the time parameters designated by a course objective within a class or for a hands-on cooking or baking practical exam.
 - m. Handle and cook different varieties of fish, seafood, beef, pork, chicken, lamb, venison, or other meats, vegetables, and fruit products.
 - n. Handle and bake/cook using different flours—including all grains—as well as chocolate, fruits, and nuts.
2. Attend and actively participate in all classroom courses.
 3. Attend and actively participate in production kitchen classes; instructional kitchen classes; dining room, café, and/or laboratory classes; and externship, for a minimum of seven consecutive hours per session, noting that those sessions may start at different hours of the day.
 4. Communicate effectively and professionally when interacting with peers, faculty, staff, other college personnel, guests, and employers. Examples of relevant communication activity include, but are not limited to:
 - a. Use of effective verbal and/or nonverbal communication skills
 - b. Effective utilization of the English language
 - c. Ability to interpret communication from other people and respond in a professional fashion
 5. Have the ability to meet and perform sufficiently all course objectives that are essential in all classroom, laboratory, dining room, café, externship, and kitchen courses. Examples of relevant cognitive ability include, but are not limited to, the ability to:
 - a. Learn and benefit from the college's curriculum.
 - b. Follow directions.
 - c. Reason and perform independently.
 - d. Process information accurately and thoroughly and prioritize tasks.
 - e. Demonstrate skills of recall using both long- and short-term memory.
 - f. Apply knowledge.
 - g. Perform mathematical computations.
 - h. Write essays, reports, and research projects as well as complete other college-level writing assignments.
 - i. Demonstrate the conceptual, integrative, and analytical skills necessary for problem solving and critical thinking.
 6. Have the emotional stability, as well as the behavioral and social attributes, required to work individually and in teams within classrooms, laboratories, dining rooms, cafés, kitchen environments, and at externship locations. Examples of relevant activities include, but are not limited to, the ability to:
 - a. Develop professional working relationships with classmates, instructors, guests, employers, and others.
 - b. Function effectively under stress and regulate one's own emotional reaction.
 - c. Adapt to multiple situations and perform multiple tasks.
 - d. Adhere to the college's Student Code of Conduct.
 - e. Exercise sound judgment.
 - f. Focus and maintain attention on tasks.
 - g. Self-manage medical or emotional conditions.
 7. Have the ability to sufficiently maintain the safety and well-being of fellow students without posing a safety threat to others in all environments on campus, and during externship and other college-sponsored trips.

Competency-Based Curriculum

The CIA's skill-based competency curriculum recognizes a fixed standard of educational achievement, rather than a standard that compares a student's accomplishments to the rest of the group. Students must pass all courses to earn their degree or certificate. To pass a course, students must achieve a minimum mastery level for all of the skill-based competencies identified for that course. The criteria for the mastery level are listed in the course guide and explained by the instructor, based upon considerations such as reasonable expectations of student skill levels.

Students who are unable to master one of the skill-based competencies will have a chance to practice further with a Skills Remediation assignment to successfully master that skill-based competency. If students are unable to master the skill-based competency through Skills Remediation, they must repeat the entire course.

Dean's List—Undergraduate

Students who attain a semester GPA of 3.50 or higher for any full-time semester receive a transcript notation of Dean's List for each applicable semester.

Satisfactory Academic Progress for Financial Aid Eligibility

In order to maintain eligibility for financial aid, a student must maintain satisfactory academic progress, which is measured quantitatively and qualitatively each academic term.

Academic Progress—Undergraduate

Students are expected to maintain satisfactory academic progress and move efficiently through the program by passing all courses and assessments, and maintaining a minimum cumulative grade point average (GPA) of 1.75 at the end of the first semester and a 2.0 for all subsequent semesters. Student grades may be reviewed at any time. Students will not be considered making satisfactory academic progress if they:

- Have a cumulative GPA below 1.75 at the end of the first semester of the degree program or the first nine weeks of a certificate program, or
- Have a cumulative GPA below 2.0 for any subsequent semester.

Students not making satisfactory academic progress will be placed on academic probation or dismissed from the CIA.

Academic Probation and Dismissal

Academic probation provides students with an opportunity to improve their academic standing while still enrolled in the program. Students who do not attain a 1.75 cumulative grade point average (GPA) at the end of the first semester (or in the first nine weeks of the certificate program) or do not attain a 2.0 cumulative GPA in subsequent semesters are placed on academic probation. Academic probation will be communicated in writing by the dean of academic engagement and administration. Students on academic probation must meet with a member of the Learning Strategies Center/Library Learning Commons to address study skill issues and to sign the required Academic Contract. The contract will specify the academic support activities best suited for the student's success. Students at the Singapore campus must meet with the managing director. While on academic probation, students will have their GPA audited throughout the semester.

Academic dismissal will be rendered if a student:

- Has been on academic probation during the last semester completed and is unable to maintain a cumulative GPA of 2.0 by the end of the current semester.

Academic Probation and Academic Dismissal will be recorded on the student's transcript. The college's Withdrawal Refund Policy will apply.

Appeal

A student who wishes to appeal a dismissal may do so as follows:

- Submit the appeal within two weeks from the date the dismissal letter was issued.
- Meet with the student's academic advisor to discuss the concerns.
- Submit the Academic Dismissal Appeal form and supporting documentation to the Registrar's Office, Student Financial and Registration Services (NY), the Education Office (CA and TX), or the managing director (SG).
- Prepare for a meeting with the Academic Standards Committee if the registrar, director of education, or managing director determines that the written appeal warrants a meeting to discuss the request for reinstatement.

Students granted reinstatement must submit a request for readmission to Student Financial and Registration Services, the Education Office, or the managing director a minimum of 60 days prior to a reentry date. Reentry dates will be based on space availability in the class or semester in which the student wants to return.

Academic Standards Committee

In addition to hearing appeals for academic dismissal, the Academic Standards Committee meets with students who are being reviewed for violations of Academic Honesty.

If a student fails to appear before the Academic Standards Committee, no other appeal is allowed. The decision of the Academic Standards Committee is final.

Academic Progress—Graduate

Graduate students must maintain at least a 3.0 cumulative GPA to be in good academic standing. If the cumulative GPA falls below 3.0, the graduate student will be placed on academic probation and will be required to meet with the Senior Director, School of Graduate and Professional Studies. If the student's cumulative GPA does not meet the required 3.0 at the end of the probation period, the certificate or degree will not be conferred. If the student wants to appeal the decision, a final appeal may be made to the provost.

Academic Probation and Dismissal

Students in a graduate program must maintain a cumulative GPA of 3.0 by the end of the current semester. Academic probation will be communicated in writing by the dean of academic engagement and administration.

Academic dismissal will be rendered if a student:

- Has been on academic probation during the last semester completed and is unable to maintain a cumulative GPA of 3.0 by the end of the current semester.

Academic Probation and Academic Dismissal will be recorded on the student's transcript. The college's Withdrawal Refund Policy will apply.

Appeal

A student who wishes to appeal a dismissal may do so as follows:

- Submit the appeal within two weeks from the date the dismissal letter was issued.
- Meet with the Senior Director, School of Graduate and Professional Studies to discuss the concerns.
- Submit the Academic Dismissal Appeal form and supporting documentation to the Registrar's Office (CA or NY)
- Prepare for a meeting with the Graduate Studies Council if the registrar, senior director, School of Graduate and Professional Studies determines that the written appeal warrants a meeting to discuss the request for reinstatement.

Students granted reinstatement must submit a request for readmission to the Registrar's Office.

Attendance—Undergraduate

Class Attendance

Given the demands of the college's degree and certificate programs, the amount of material covered in classes, and the nature of the curriculum, students are required to arrive on time and remain in class for all class sessions. Students who miss more than a specific number of classes within a course will automatically fail that course and must repeat the entire course. Students who miss more than a specific number of classes throughout the 30-week, two-year, or four-year program are at risk for being suspended. Faculty members may have established their own requirements regarding attendance. Refer to course guides for all such requirements. Students are responsible for finding out the specific requirements for each particular class and instructor.

Missing Classes

If a student is absent for a class in which daily participation is graded, the student will receive a grade of zero for that class. Students who miss the specified number of classes in a course taught in a classroom setting (as described below) shall automatically fail that course and will have to retake it.

Attendance for online courses is determined by the student's participation in the course activities and by meeting the submission deadlines as defined within the individual course syllabus. Simply logging into a course is not evidence of attendance. A student is considered in attendance when actively participating in the academic activities of the course. Active participation is defined as, but not limited to, the following:

- Submission of an assignment or an exam
- Substantive comments on course reading material
- Activity in an interactive resource
- Contributions toward a class discussion or within a study group
- E-mail or other documentation demonstrating that the student initiated contact with the instructor regarding course materials or assignments

Absences that Equate to Course Failure	3-week course	5-week course	Half-semester course	Full-semester course	Full-semester course meeting once per week
1.5-credit lab*	3 days	-	-	-	
1.5-credit lecture	3/2 [#] days	-	3 days	-	
1.5-credit online course	-	-	3 activities	7 activities	

1.5-credit hybrid course‡			Total of 3 days and/or activities	Total of 7 days and/or activities	
2.0-credit lab*	3 days	-	-	-	
3.0-credit lab*	3 days	3 days	-	3 days	
3.0-credit lecture	2 days	-	3 days	7 days	3 days
3.0-credit online course	-	-	3 activities	7 activities	
3.0-credit hybrid course‡			Total of 3 days and/or activities	Total of 7 days and/or activities	
6.0-credit lab	-	-	-	5 days	

* Including kitchen, bakeshop, restaurant, culinary science lab, or wines courses meeting for any amount less than a full 15-week semester.

Two classes in a 1.5-credit lecture course that meets eight or fewer times.

‡ Hybrid courses meet for in-class and online learning sessions. Students are expected to be engaged in the online portion of the course and to follow the attendance policy for fully online courses. Students are also expected to attend the in-person classes and to follow the attendance policy for missing classes as outline in the chart. If a student does not satisfy the attendance requirements for the online portion of the hybrid course the student will be at risk for failing the course even if they attend the in-person classes. If a student completes the online assignments and is following the online attendance policy but fails to attend the in-person classes, the student will be at risk for failing the course.

Attendance Probation for Cumulative Absences

Students who miss 10 classes in the freshman and sophomore years will be reminded of attendance policy, placed on attendance probation, and warned of possible suspension or dismissal by the Student Affairs Office or its designee. In cases where two or more courses meet in one day, each class that a student misses counts as one absence. Certificate program students can miss no more than five classes for the 30-week duration of the program and still be considered for graduation. In semesters where two or more courses meet in one day, each class that a student misses will count as one absence per class. If a student misses four classes, the student may be placed on attendance probation. In the bachelor's degree program in Singapore, students who miss 10 or more classes may be suspended by the Attendance Committee.

Because juniors and seniors normally attend three classes a day, students who miss 24 classes in the junior and senior years will be reminded of the attendance policy, placed on attendance probation, and warned of possible suspension or dismissal by the Student Affairs Office or its designee. Each class a student misses counts as one absence.

Attendance Review

Students on attendance probation who miss additional classes may be required to attend a meeting of the Attendance Committee.

Students who do not attend the scheduled meeting of the Attendance Committee will be automatically suspended, and the Committee will determine whether and under what conditions the students will be allowed to continue their studies at the college.

Attendance Suspension (Degree Programs)

Freshmen and sophomores who accumulate more than 18 absences in their freshman and sophomore years may be suspended from the college by the Attendance Committee. Medical, legal, and family emergency reasons for missing classes will be taken into account by the Attendance Committee so long as students notify the Student Affairs Office or its designee at the time and can provide the Office with appropriate documentation.

Juniors and seniors who accumulate more than 36 absences in their junior and senior year may be suspended from the college by the Attendance Committee. Medical, legal, and family emergency reasons for missing classes will be taken into account by the Attendance Committee so long as students notify the Student Affairs Office or its designee at the time and can provide appropriate documentation.

Personal Emergencies and Exceptional Circumstances

If a student is forced to miss a class due to sickness, personal emergencies, or unforeseen circumstances, the student must notify the Health Services Office or the Student Affairs Office (U.S. campuses) or the Administrator's Office (SG), who will notify the faculty member. Depending on the nature of the situation and the academic circumstances, the dean of student affairs, student affairs manager, or managing director, after consultation with the faculty member, may recommend a withdrawal from the course.

In exceptional circumstances and if the student has not exceeded the maximum number of absences that would cause one to fail the course, the faculty member may assign additional work and give partial credit for a missed class.

In the event that students are sick on the day(s) of their practical exams and/or make-up practical exams, they should (if possible) go directly to Health Services or to a physician for an evaluation. If warranted, Health Services or the student affairs manager will issue a sick note (or Medical Certificate in Singapore) for the student to take to the exam proctor, who will inform Student Financial and Registration Services of the No Show due to sickness. After a discussion with the student, the student financial and registration advisor (NY), registration manager (CA), student affairs coordinator (TX), or managing director (SG) will re-schedule the test date, and the student will not be charged for the new test date. Baking and pastry arts students should refer to their practical exam criteria for the baking and pastry two-day practical examination for additional grading criteria and information.

Religious Holidays/Military Reservist Duty

Students who are observing a religious holiday or have required military reservist duty that coincides with regularly scheduled class days are excused for that time period. In such cases, students can be excused for no more than two days of that class, and will be held accountable for information they missed. If students need to take more than two days for religious or military service reasons, they may be required to withdraw from the course. As a participant in religious or military reservist activities, students will not be academically penalized for missing class.

Attendance Committee

The members of the Attendance Committee will include the associate dean of student affairs and housing (as chair), dean for academic engagement and administration, an associate dean or director of education, two faculty members, and the registrar or a designee.

Since the decision of the Attendance Committee is final, there is no appeal.

Attendance—Graduate

To maintain the academic integrity of the Master's of Professional Studies (MPS) and meet the learning objectives, students are expected to attend all classes, complete all assignments, meet all deadlines, and be present for examinations and residencies. Absences will undermine the focus of class discussions and student interaction. Absences may be excused in exceptional circumstances, with permission of the instructor and completion of make-up work assigned. Missing classes may lead to academic dismissal.

Grading—Undergraduate

The college operates on a quality-point alpha grading system for the degree programs and ACAP as follows:

Grade/ Symbol	Numeric Range	Quality Points
A	95–100	4.00
A-	90–94	3.66
B+	87–89	3.33
B	84–86	3.00
B-	80–83	2.66
C+	77–79	2.33
C	74–76	2.00
C-	70–73	1.66
D	65–69	1.00
F	<65	0.00
P	N/A	0.00
HP	N/A	0.00
NS	N/A	0.00
I	N/A	0.00
W	N/A	0.00
WF	N/A	0.00
TC	N/A	0.00
AU	N/A	0.00
IP	N/A	0.00

S	N/A	0.00
U	N/A	0.00

At the end of each course, a student's grades will be posted on CIA Main Menu. A student who feels there has been a grading error should immediately contact the instructor, who may authorize a Grade Correction Form to correct the error.

Grading—Graduate

The college operates on a quality-point alpha grading system for the graduate programs as follows:

Grade/ Symbol	Numeric Range	Quality Points
A	95–100	4.00
A-	90–94	3.66
B+	87–89	3.33
B	84–86	3.00
B-	80–83	2.66
C+	77–79	2.33
C	74–76	2.00
F	<74	0.00
P	N/A	0.00
I	N/A	0.00
W	N/A	0.00
WF	N/A	0.00
TC	N/A	0.00
AU	N/A	0.00
IP	N/A	0.00

At the end of each course, a student's grades will be posted on CIA Main Menu. A student who feels there has been a grading error should immediately contact the instructor, who may authorize a Grade Correction Form to correct the error.

Calculating a Grade Point Average (GPA)

The GPA is calculated by multiplying the credits earned by the grade points for each course separately to calculate the quality points. All the quality points are then added together, and the total is divided by credits earned, including credits for "F" grades that have not been repeated.

Example:

BUSM-245		1.5 credits—grade: B+
CULP-115		3.0 credits—grade: C
1.5 CREDITS x 3.33 (B+) =		4.995 QUALITY POINTS
3.0 CREDITS x 2.00 (C) =		6.00 QUALITY POINTS
4.5 TOTAL CREDITS =		10.995 TOTAL QUALITY POINTS
10.995 (TOTAL QUALITY POINTS) ÷ 4.5 (TOTAL CREDITS)		
	=	2.44 GPA

Grading Symbols

I Incomplete: This grade indicates a student hasn't completed all the course requirements. It may also indicate failure to master specific course competencies. Freshmen and sophomores must make up all course requirements before they can begin the next semester. Juniors and seniors must make individual arrangements with the associate dean for liberal arts before they can begin the next semester. If students do not complete the course by the specified date, they will automatically fail the course and be required to make up the entire course at the cost of full tuition.

W/WF Withdrawal/Withdrawal Failure: The grade of "W" is assigned to a student who officially withdraws from a course before the last day to withdraw as outlined in the Course Withdrawal Timeline. Withdrawal after this period results in a grade of "WF."

P Pass: Given for cooking, and baking and pastry practical exams and some pass-fail courses.

HP High Pass: Given for cooking, and baking and pastry practical examinations.

TC Transfer Credit: Denotes that credit for a course was transferred from another college.

NS No Show: Given only for cooking, and baking and pastry practical exams and externship prep seminars if a student never showed up to take them. Note: if a practical exam or externship prep seminar is missed for this reason, it is recorded as an absence.

NG No Grade: This grade is automatically given if a student is on a roster and the instructor fails to give a grade or if the student hasn't officially withdrawn from a course.

AU Audit: This symbol indicates that a student did not take the course for credit and the instructor of this course did not make an evaluation to issue a grade.

IP In Progress: This symbol indicates that grades have not been submitted and/or processed.

S Satisfactory: Given for Externship Preparation Seminars

U Unsatisfactory: Given for Externship Preparation Seminars

At the end of each course, the instructor will issue a grade. Clarification about the grade can be obtained by contacting the instructor immediately.

Skills Remediation

CIA faculty members in the culinary arts degree programs and the certificate program will assign a student to attend Skills Remediation for a specific competency or competencies for the following reasons only:

1. The student has failed to demonstrate proficiency in the competency during their class.
2. The student has missed the competency in their class due to absence.

Scheduling

Student Financial and Registration Services (NY), the education office (CA), the director of education's office (TX), or the managing director's office (SG), upon receiving the Skills Remediation Kitchen Assignment form from the faculty member, will schedule the student to take part in Skills Remediation.

Grades

If a student is scheduled to attend Skills Remediation and has not successfully completed the remediation assignment prior to the end of the course, the student will carry a grade of Incomplete (I). Once the student has demonstrated proficiency in the competency in question during Skills Remediation, the assigning faculty member will change the grade (which is based on the student's actual attendance and performance in the class, and will not include the student's Skills Remediation performance) and submit the grade change.

Skills Remediation Attempts

Students will be allowed up to three attempts to achieve proficiency in a single competency. If a student fails to show proficiency after three attempts, or has carried an Incomplete for more than nine weeks, the student will be required to meet with the dean of academic engagement and administration (NY), director of education (CA and TX), or managing director (SG).

Fee

The fee for attending a Skills Remediation session is \$60, which will be billed to the student's account.

Problems with a Grade—Undergraduate

Students who have a concern about a grade received in any class should follow this process:

1. Speak with the instructor of that particular class.
2. If the instructor is unable to satisfy the student's concern or to answer questions fully, the student should submit the concerns in writing to the Grade Review Committee (or the Standards Committee at the California campus). The student's written statement must be received within three weeks of the date the instructor submits the grades. Grade review forms are available on CIA Main Menu.
3. The student will be invited to address the Grade Review Committee/Standards Committee to express the concerns. The committee will also review information provided by the instructor and will then decide what action to recommend to the instructor.
4. The decision of the instructor is final.

Problems with a Grade—Graduate

Students who have a concern about a grade received in any class should follow this process:

1. Speak with the instructor of that particular class.
2. If the instructor is unable to satisfy the MPS student's concern or to answer the student's questions fully, the MPS student should submit their concerns in writing to the Senior Director, School of Graduate and Professional Studies. All documents must be submitted within one week of the date the instructor submits the grades.
3. The Senior Director, School of Graduate and Professional Studies will review the information provided by the instructor and will then decide what action to recommend to the instructor.
4. The decision of the instructor is final.

Problems with a Class—Undergraduate and Graduate

Students who have other concerns about a class should follow the process below:

1. Speak with the instructor of that particular class.
2. If the instructor is unable to resolve the problem or fully answer the student's questions, the student should make an appointment to see the associate dean or director responsible for that area.
3. If the problem is not resolved to the student's satisfaction, the student should make an appointment to see the appropriate academic dean or education director.
4. The decision of the academic dean, education director, or managing director (SG) is final.

Incomplete Grades—Undergraduate and Graduate

Incomplete grades shall be assigned by faculty members when a student has not yet completed the work for a course and the faculty member agrees to provide a student more time to finish the course. Students shall have no more than nine weeks from the end of the date of the course to submit any incomplete work to the faculty member. Students who do not finish their incomplete work in the period required will receive an "F" grade since an incomplete grade will be automatically converted to a failing grade nine weeks after the date of the end of the course.

In order to be eligible for an incomplete grade, a student must:

- Have already completed at least three quarters of the work in a course,
- Have a passing grade on the work already submitted in the course, and
- Sign an Incomplete Grade Agreement that indicates the remaining work to be done, the time frame to accomplish that work, and the consequences of not completing the work on time or in a quality manner.

The Incomplete Grade Agreement shall be signed by the student and faculty member and a copy shall be filed in the student's permanent file along with the class roster on which the grades are recorded.

In addition, incomplete grades:

- Shall not be given for students who will fail the course due to absences,
- Cannot be used for a student retaking a final examination, and

- Will not be included in the calculation of a student's grade point average (GPA).

Transcripts

Students are encouraged to keep a personal record of their grades. Official transcripts, bearing the CIA seal and authorized signatures, will be sent at the student's request to prospective employers or to a college where the student has applied for admission. Digital and/or hard copy transcripts are issued from the Registrar's Office after the student submits a request online at Parchment.com. There is a fee for official transcripts.

Undergraduate students can view and print their unofficial transcripts at no charge at CIA Main Menu—the student portal. Graduate students can request a free copy of their unofficial transcript by e-mailing registrar@culinary.edu.

Degree and Certificate Eligibility

The current *Academic Catalog* in effect at the time of admission to the CIA describes the academic requirements, policies, and responsibilities obligatory to both students and the college. Should academic requirements change during a student's uninterrupted course of study, the student is not required to abide by the changes unless it is specifically stated otherwise. The catalog at the time of admission will serve as the guide.

Students experiencing an interruption of study lasting a year or more must request readmission. For the full policy on readmission to The Culinary Institute of America, please see the Readmission Policy. The catalog in effect at the time of readmission will determine the academic requirements needed for the student to complete the degree or certificate program. The CIA will not waive any new requirements, but will make every effort to minimize the impact of such changes on the student.

Students requesting readmission into degree programs that began prior to 2002 (the year of the CIA's accreditation by the Middle States Commission on Higher Education) will be required to complete College Writing (LITC-100), request transfer credit for the course taken at another accredited college or university, or score 50 or higher on the College Level Examination Program (CLEP) Composition Modular (no essay). See Transfer Credit for more details.

A student who has successfully completed all courses, maintained the minimum cumulative grade point average of 2.0 required for graduation, and met all attendance requirements will be considered an eligible candidate for the earned degree or certificate. Degrees and certificates are conferred at the conclusion of the student's final semester regardless of the end date of the final course.

Commencement Ceremony Participation

The Registrar's Office conducts graduation audits and is responsible for certifying that every student is eligible to participate in commencement exercises. For the associate degree commencement, this audit will be conducted during the second semester of the sophomore year. For the bachelor's degree commencement, the audit will be conducted during the second semester of the senior year. For commencement from the certificate programs, the audit will be conducted during the second semester of the program.

Students are expected to complete all program requirements with a minimum GPA of 2.0 to be eligible for graduation. Students will be permitted to walk in the commencement ceremony with six credits outstanding as long as the student is registered in the subsequent semester and has arranged a method of payment. Bachelor's degree students pursuing a concentration at a branch campus during their final semester will be permitted to participate in the commencement ceremony immediately prior to their departure, as long as the student is registered in the subsequent semester and has arranged a method of payment. All students, including those requesting to participate in the commencement ceremony with academic requirements outstanding, must complete a graduation application and receive approval from the

registrar at least three weeks prior to the commencement ceremony date for associate degree ceremonies, and at least 60 days prior to bachelor's degree ceremonies. Requests submitted after these deadlines cannot be accommodated.

Students will be acknowledged by their proper names as provided on the required Graduation Application during the ceremony and in the commencement program. Students pursuing more than one major must select their primary major for recognition at the ceremony and in the program. Participation in the commencement ceremony is not verification that a student has met all of the academic requirements and has earned the degree or certificate—all requirements must be completed satisfactorily to be considered graduated. Please note: The conferral date on the diploma will be the final day of the final 15-week semester and may be different from the ceremony date.

Upon final review, once all grades have been submitted, library books returned, outstanding fees and charges paid, and/or outstanding disciplinary actions resolved, diplomas will be distributed.

Commencement Awards

Qualified students will be recognized at the graduation ceremony with awards to honor their academic achievement and distinguished service. **Graduation awards are specific to the student's program and campus where they are enrolled.**

Bachelor's

The CIA presents the following awards to deserving students graduating from the college's bachelor's degree programs:

Dean's Applied Food Studies Award

Given to the student who demonstrates, through a strong record of scholarship and service to the community, a commitment to advancing the field of food studies and achieves a GPA of 3.5 or higher in the required applied food studies courses.

Dean's Professionalism in Baking and Pastry Arts Award

Given to a student who demonstrates a standard of professionalism in food handling, food safety, skills proficiency, and leadership in a bakeshop laboratory environment.

Dean's Professionalism in Culinary Arts Award

Given to a student who demonstrates a standard of professionalism in food handling, food safety, skills proficiency, and leadership in a kitchen environment.

Founders' Management Award

Awarded to a student who demonstrates critical thinking, communicates well, participates in class activities, and maintains a GPA of 3.5 or higher in the required management courses.

Jacob Rosenthal Leadership Award

For exemplary leadership and professionalism inside and outside the classroom.

President's Humanities Award

Awarded to the student who demonstrates, in written works and spoken comments, an intellectual curiosity in the tradition of humanist thinking; weighs evidence; analyzes information; and uses sound reasoning to substantiate opinions. This student goes beyond the expectations for most assignments. A minimum cumulative GPA of 3.5 or higher, a minimum of 42 institutional credits in the bachelor's curriculum, and no outstanding courses at the time of the ceremony are required.

Provost's Culinary Science Award

Awarded to a student who demonstrates scientific literacy, cross-disciplinary thinking skills, and a sincere desire to

address the challenges and opportunities of an increasingly complex food system, and earns a GPA of 3.5 or higher in the required culinary science courses.

Bachelor's and Associate

The college presents the following awards to qualified graduating students:

The Culinary Institute of America Judiciary Award

Given to a student who has successfully completed 15 weeks of service and is recommended for this award by the Judiciary Board's advisors.

The Culinary Institute of America Student Government Service Award

Given to a student who has completed a distinguished period of service and accomplishment and is recommended for this award by the SGA advisors.

Associate in Culinary Arts

Special awards for deserving students in the associate in culinary arts degree program are presented at commencement. These include:

Frances Roth Leadership Award

For outstanding leadership, professionalism, and service to the college.

Katharine Angell Academic Achievement Award

Given to the student with the highest GPA through the Contemporary Hospitality and Service Management class.

The Young Professional's Medal of Merit of the Académie Brillat-Savarin

Given to a student demonstrating excellence in wine knowledge.

Associate in Baking and Pastry Arts

Special awards for deserving students in the associate in baking and pastry arts degree program are presented at commencement. These include:

Frances Roth Leadership Award

For outstanding leadership, professionalism, and service to the college.

Katharine Angell Academic Achievement Award

Given to the student with the highest GPA through the Beverages and Customer Service class.

The Young Professional's Medal of Merit of the Académie Brillat-Savarin

Given to a student demonstrating excellence in wine knowledge.

Accelerated Culinary Arts Certificate Program

Commencement awards for this program include:

ACAP Student Achievement Award

Recognizes one student who has achieved a high standard of performance as determined by the faculty.

Culinary Award

Recognizes the student with excellent skills in culinary arts.

Academic Honors

Academic honors will be awarded to students who have earned their degrees and have attained commendable cumulative grade point averages at the CIA. Those students anticipated to receive honors are recognized in the graduation ceremony program. Notations will be made on the diploma once all grades and cumulative GPAs have been verified.

Bachelor's Degrees

Summa Cum Laude (with highest honor): 3.80 or higher GPA

Magna Cum Laude (with high honor): 3.60 to 3.79 GPA

Cum Laude (with honor): 3.40 to 3.59 GPA

Associate Degrees

High Honors: 3.75 or higher GPA

Honors: 3.50 to 3.74 GPA

Temporary Medical Condition

Due to essential hygiene reasons and the safety of oneself or others, students who have a medical condition requiring a hard or soft cast on an upper or lower limb, a sling, or the use of crutches will not be permitted in culinary, baking, pastry, or table service classes.

Students who have any other temporary medical condition that significantly affects mobility or normal stride, prevents the wearing of required footwear, or causes restricted vision will not be permitted in culinary, baking and pastry, or table service classes.

In addition, any splint, cast, sling, boot, brace, or wrap that affects the ability to receive first aid treatment to the covered body part in cases of cuts or burns would also prohibit the student from participating in the above classes.

When the student's condition is fully healed, the student must present signed documentation from a health care provider indicating permission to resume culinary, baking, pastry, or table service classes to Health Services (NY), the assistant director of student life (CA), the manager of student services (TX), or the managing director (SG).

If a currently enrolled student cannot remain in a class at the time of the injury, the college may withdraw the student from the class. If a student is unable to resume any courses, that student will be withdrawn for that semester.

Leave of Absence—Undergraduate and Graduate

A leave of absence (LOA) will only be granted between semesters for military service or medical, personal, or financial situations in which a student may find it impossible to continue in regularly scheduled classes without interruption. Students may not take an LOA in lieu of disciplinary action or to delay their return to the CIA from externship.

Regardless of semester, all students may request an LOA upon the completion of a semester and prior to the beginning of a new semester with appropriate approval.

To qualify for a leave of absence, students must meet with an advisor in the Center for Career and Academic Advising and provide a reasonable expectation of their return to the CIA. Supporting documentation will be required by the college to grant the LOA. A leave of absence is valid for a period of up to 180 calendar days within each calendar year. Leaves of absence from all U.S. campuses are granted with the approval of the director of student financial and registration services. Students returning from a leave of absence must contact the Center for Career and Academic Advising a minimum of six weeks prior to their anticipated return date to confirm course availability. Students who do not return to campus when their LOA expires will be withdrawn. See *Withdrawal from the CIA*.

Students at the U.S. campuses who leave the CIA without requesting a leave of absence will be unofficially withdrawn from the college. This may result in additional campus housing charges, a delay in obtaining any housing refund, failing grades due to absences, and/or a delay in returning to classes.

Withdrawal from the CIA could affect a student's financial aid, including loan repayment terms and/or loan grace periods. If a student fails to return from a leave of absence, the student will be automatically withdrawn, and the schedule for a withdrawal refund will apply effective from the last day of attendance (as indicated in the student's leave of absence record).

Students at the CIA Singapore who leave the CIA without requesting a leave of absence will be withdrawn from the college and may incur financial and/or academic consequences. For more information, students should contact Financial Services at the Singapore Institute of Technology (SIT).

Withdrawal from the CIA—Undergraduate and Graduate

Withdrawal from the CIA is granted when students anticipate that they will not be returning to the college. Students are required to make a request for withdrawal to the Center for Career and Academic Advising either in person or in writing via e-mail from their CIA-issued e-mail address. Students who withdraw from the CIA after the add/drop period will be assigned a non-punitive grade of "W" or a punitive grade of "WF" depending on the time of the withdrawal within the semester. This applies to all courses for which they are registered. In addition, students will be placed on withdrawal at the time that a requested leave of absence exceeds 180 days, or if they do not continue attending classes and have not received approval for a leave of absence in writing.

After a withdrawal, students are responsible for any curriculum modifications that occurred during their absence, even if they were already beyond that point in the curriculum. Students at the U.S. campuses will be charged tuition and fees based on the college's Withdrawal Refund Policy for the appropriate campus, found in the Tuition and Fees section. If a student has federal loans, once the student withdraws, repayment of loans may begin within six months. CIA Singapore students should contact SIT regarding any applicable charges.

Externship candidates who have not provided the Center for Career and Academic Advising with a signed training agreement from an approved externship site within the first three weeks of the externship semester will be officially withdrawn. If the student leaves the externship site prior to the agreed-upon timeframe for whatever reason, the student will be considered as not being enrolled in class and will be withdrawn.

Students who encounter a serious medical problem that prevents them from continuing to attend classes must immediately request a withdrawal from the appropriate department:

- New York campus—Student Affairs Office (Health Services or Counseling and Psychological Services)
- California campus—Student Affairs Office
- Texas campus—Student Affairs Office

- CIA Singapore—Managing Director's Office

Professionalism, Uniform, and Hygiene— Undergraduate

Professionalism

As professionals at The Culinary Institute of America, we are constantly working to enhance the status of the hospitality industry. Students, faculty, staff, and alumni all share a common pride in their work, workplace, and appearance. We have all chosen the hospitality industry as our vocation. It is an ancient and respected profession. It takes many years of hard work, training, dedication, and tenacity to become a leader in this industry, but it takes only a few moments to dress, act, and think like a professional. The following standards of conduct are expected of anyone who aspires to be regarded as a professional in the hospitality industry.

Professionals:

- refrain from abusive and foul language;
- speak and act without prejudice to race, color, creed, religion, age, gender, disability, ethnicity, veteran status, marital status, or sexual orientation;
- demonstrate and adhere to ethical business practices, with due respect for customers and colleagues;
- promote understanding and respect for those alcoholic beverages used in the hospitality industry;
- refrain from the abuse of drugs and alcohol;
- treat all equipment and property with respect as if personal property;
- are polite and courteous to all visitors, peers, and colleagues;
- work with a positive attitude;
- dedicate themselves to learning;
- stay open-minded to the opinions of others;
- share knowledge with others;
- act reliably and dependably; and
- act with honesty and integrity in their interactions with all people.

Personal Hygiene

Every professional in the culinary field should be acutely aware of the necessity to maintain the highest standards of personal hygiene and to present a businesslike appearance at all times. In the early stages of your program, you are issued the ServSafe® textbook, which discusses personal hygiene in detail. It is the responsibility of all foodservice professionals to bathe or shower, practice oral hygiene, and use deodorant daily.

Food Safety and Kitchen Sanitation

The CIA has developed comprehensive food safety and sanitation programs. You are responsible for food safety and food preparation area sanitation as an integral part of your learning experience, and are expected to abide by the guidelines set forth in each food production area. You are expected to taste food in kitchens using tasting spoons. Eating is allowed only in designated dining areas. Drinking liquid from a closed container and away from the workstation is the only acceptable way to consume liquids in kitchens and classrooms.

Uniform Care

You are expected to wear your uniform with pride and make sure it is neat and clean at the start of each class. Sitting on the floor, the ground, or the stairs in your uniform is not acceptable. The maintenance of your appearance is a professional matter; therefore, you are responsible for laundering and ironing your own uniform. For students living on campus, laundry facilities are located in each residence hall for your convenience.

Alterations to your uniform are your responsibility. In the event uniforms do not fit properly, return them within five days of receiving them to Central Issuing in Roth Hall (NY), the Education Department (CA), or the Student Services Center (TX). New uniforms will be issued within five days.

The Student Dress Code

Given the **COVID-19 pandemic**, the wearing of **face masks** is now a part of required CIA professional and safety attire and must likewise reflect the professional image of the CIA at all times as presented through its employees and students to its customers, prospects, and visitors. **Face masks are required in all buildings at all times.**

You can bring in your own mask to wear, as long as it meets the below criteria.

- Face masks, with loops around the ears or tied behind the head **are permissible**.
- Bandanas, neck-gaiters (also called Buffs or neck fleeces) or other styles of masks not listed here are **not permissible**.

Note: Neck gaiters (a.k.a. Buffs) **will no longer be permitted**, in light of a recent study. If you only have a neck gaiter, please be sure to collect your facemask at your daily health screening.

Additionally, the purpose of wearing a mask is to keep respiratory droplets from reaching others. Masks with exposed **one-way valves or vents** (sometimes called dust filters) **are not permissible**.

Whether you are wearing a cloth or disposable face mask, it must:

- Cover the nose and mouth at all times
- Fit snugly but comfortably against the face
- Include multiple layers of fabric
- Allow for breathing without restriction
- NOT have a one-way valve (or dust filter)
- Be disposable or be washable and machine dryable without being damaged or changing shape
- Be worn in all areas required, and until it can be safely removed in areas where not required (see Q: Where do I need to wear my mask?)

Patterns on masks must be appropriate for a professional environment; logos, messages, or lettering of any kind are not permitted and no decorations (buttons, pins, stickers, etc.) may be affixed to your face mask.

The CIA **will not reimburse you for the purchase of any masks**, as we are providing you with disposable masks on request.

You must replace your mask if:

- the mask you have chosen to wear requires you to adjust it frequently
- the mask you are wearing becomes dirty, wet, and/or difficult to breathe through
- the mask you are wearing does not meet any of the criteria described above

General

Promoting an environment where students learn to dress professionally is one of the ways the CIA helps its graduates achieve success. As such, the students, faculty, and administration of the college share the responsibility to maintain a Student Dress Code. While we present the code as a set of rules and requirements, we aspire to create a culture of mutual understanding and self-governance among the student body itself.

The Student Dress Code must be observed in all academic buildings on days, and during hours, that the campus is open for student and/or public access, including:

- Roth Hall, McCann Education Annex, Continuing Education Building, Colavita Center, Admissions Center, and Marriott Pavilion (NY)
- Greystone Main Building, Williams Center for Flavor Discovery, and Rudd Center for Professional Wine Studies (CA)
- Teaching kitchens, lecture halls, and dining hall (TX)

The following represents professional and safety standards that are required when attending any class, or accessing any academic buildings:

- You must be clean-shaven, with sideburns not exceeding the middle of the ear. Beards are not permitted (unless a medical waiver is on file).
- Mustaches must be neatly trimmed and must not extend beyond the corner of the lips.
- Facial jewelry (including spacers, gauges, etc.), in eyebrows, eyelids, lips, tongue, upper ear, or nose, is not permitted, and covering (with bandages, etc.) jewelry in place, such as piercings, is not acceptable.
- Sheer or see-through clothing is not permitted.
- Colored or logo T-shirts are not permitted.
- Leather or denim clothing (of any color) is not permitted.
- Hats, other than CIA-issued chef's toques, are not to be worn.
- In all instances, hair must be of a natural color, groomed, and clean.
- Headphones are not acceptable in class, nor in hallways and public contact areas.
- No excessive makeup, cologne, aftershave, or detectable sprays and lotions.

The particular type of dress required is dependent on the nature of the student's class, as noted below. As a general rule, kitchen/lab classes require a chef's uniform, hospitality and service management classes require a uniform specific to the restaurant/café/service setting, and all classroom-based courses require either a chef's uniform or business professional attire. The required uniform is therefore not a function of a student's academic program or year level, but rather the context in which the class is held:

Chef's Uniform

- CIA-issued cleaned and pressed chef's checkered pants of proper fit, neither pegged nor cuffed. Pants must be hemmed above the natural heel and below the ankle.
- CIA-issued cleaned and pressed white chef's jacket embroidered with your name. Sleeves of the chef's jacket may be folded only to the wrist, except in cases where practicality of the work being done requires otherwise.
- CIA-approved clean white neckerchief.
- CIA-issued clean white hat.
- CIA-issued cleaned and pressed apron.
- Black or white socks (only), that cover the ankle.
- One plain ring and one watch are the only jewelry permitted.
- Given that Leadership and Respect for Diversity are among the CIA's core values, students are allowed to wear approved pins on the chef coat collar (unless requested to be removed by a production class chef) for the following reasons:

- To represent a recognized leadership position on campus such as:
 - A CIA-issued group leader pin
 - A student government officer pin
 - Resident assistant pin
 - Orientation leader pin
 - Campus tour guide pin
- To represent a SGA recognized club/group for which they belong (approved by SGA).
- In addition, veteran students are permitted to wear a CIA-issued pin that indicates their branch of service alongside the American flag. This pin must be worn on the left front collar of the uniform.
- Students who are veterans, SGA officers, RAs, and/or group leaders are allowed to wear a second pin representing their club affiliation (one on both sides of the collar).
- White undergarments are required for all—colors or logos are not permitted.
- The breast pocket of the chef's jacket may only contain one clip-on pen, one clip-on thermometer, and notecards or a small notebook.
- Fingernails should be short, trimmed, clean, neat, and free of polish.
- For sanitation reasons, gloves, aprons, side towels, and hats are not worn during certain activities that might lead to contamination (i.e., going to the restroom, taking out the garbage), as well as in non-class activities such as entering or leaving academic buildings, or eating meals in student dining rooms.
- For safety reasons, wallet chains, visible key rings, and straps are not permitted.
- All students in culinary (including meat and fish fabrication) and baking classes must wear clean, polished, black, sturdy work shoes that provide support to stand and work for long hours. They must have a closed back, non-slip soles, and black laces (when applicable).
- Hair must be restrained above the collar in a professional manner, with solid white or black hair restraints, barrettes, or scrunchies.
- Anything not specified in this section may not be worn with the uniform. Uniforms must be complete and worn as designed.

Hospitality and Service Management Uniforms for Culinary Arts and Hospitality Management

- Clean and pressed white dress shirt.
- White undergarments are required for all—colors or logos are not permitted.
- CIA-issued ties are required.
- CIA-issued pressed bistro apron.
- Clean and pressed black skirt (no more than two inches above the knee) with hosiery, or alternatively trousers. Pants must be hemmed above the natural heel and below the ankle. No jeans, pants with grommets, or leggings. Pants should not be taper fitted, but have a flow of hemmed trousers/slacks.
- Plain flesh-colored or black hosiery (no prints or seams).
- Plain black socks (above the ankle) with trousers.
- Clean, black, polished, leather, low-heeled dress shoes or closed-black clogs. Shoes must be slip-resistant.
- One plain ring and one watch are the only pieces of jewelry permitted. Spacers and gauges are not permitted. No facial/dermal piercings.
- Two black click pens (no logo), one de-crumber, and one corkscrew must be carried in the apron pocket.
- Fingernails must be short, trimmed, clean, neat, and free of polish.
- If pants have belt loops, a solid black belt is required.
- Hair must be restrained in a professional manner and off the face, with solid white or black hair restraints, barrettes, or scrunchies.
- For safety reasons, wallet chains, visible key rings, and straps are not permitted.
- No excessive makeup, cologne, aftershave, or detectable sprays and lotions.

Hospitality and Service Management Uniforms for Baking & Pastry Arts

- Clean and pressed café chef's jacket (TX).
- Clean and pressed white long-sleeved shirt (NY and CA).
- CIA-issued bistro apron.
- CIA-issued ties are required (NY).
- Clean and pressed black skirt with hosiery, or alternatively trousers. Pants must be hemmed above the natural heel and below the ankle. No jeans, pants with grommets, or leggings. Pants should not be taper fitted, but have a flow of hemmed trousers/slacks.
- White undergarments are required—colors or logos are not permitted.
- Plain flesh-colored or black hosiery (no prints or seams) with skirts.
- One plain ring and one watch are the only jewelry permitted.
- Fingernails must be short, trimmed, clean, neat, and free of colored polish.
- Clean, black, polished, low-heeled dress shoes or closed-back clogs. Shoes must be slip-resistant.
- Hair must be restrained in a professional manner and off the face, with hair restraints or barrettes.
- For safety reasons, wallet chains, visible key rings, and straps are not permitted.
- No excessive makeup, cologne, aftershave, perfumes, or detectable sprays or lotions.

Student Maître d'Hôtel Uniform

- Traditional business suit; jacket, tie, and trousers; dress; or skirt/blouse combination. No jeans, pants with grommets, or leggings. Pants should not be taper fitted, but have a flow of hemmed trousers/slacks.
- Clean and pressed dress-style shirts appropriate to the suit worn.
- Flesh-colored or dark hosiery/dark socks (that cover the ankle) only.
- Clean and polished dress shoes. For safety, platform shoes and those with excessive heels (more than two inches) are not acceptable.
- Jewelry accessories permitted—one post or stud earring per earlobe, one necklace, one watch, one brooch/pin, one ring, and one bracelet. Leather and cloth jewelry are not permitted.

Classroom-based Courses

A chef's uniform can be worn in any classroom setting. Otherwise, the following business professional attire must be worn:

- Traditional business attire, such as suits, dresses, and sport coats, is recommended.
- Ironed or pressed pants or skirts may be worn. Skirts need to be no shorter than two inches above the knee. Pants must be hemmed or cuffed. No shorts or capri pants. Leggings worn under clothing are acceptable.
- Students are expected to dress neatly with clean and pressed shirts tucked in as appropriate. Turtlenecks and collared polo shirts are acceptable. T-shirts, or undershirts worn as outerwear, are not acceptable. Tops revealing bare shoulders, midriff, or cleavage are not permissible.
- A sweater, tie, or sport jacket may be worn along with a collared shirt or turtleneck.
- Shoes must be appropriate for wear in a professional business context. Athletic footwear, hiking shoes, flip-flops, or bedroom slippers, for example, are not acceptable. Platform shoes and those with excessive heels (more than two inches) are unsafe and unacceptable. Open-toe dress shoes may be worn; however, due to health and safety codes, they are not allowed in kitchens at any time, so plan accordingly.

- Jewelry accessories are permitted; however, in the spirit of encouraging a professional environment, discretion is advised.
- No sheer or see-through clothing is permitted.

Guidelines for Graduation Dress

In recognition of the commitment to professionalism and hospitality, students are expected to wear the following at graduation:

Associate Degrees, Bachelor's Degree (Singapore), and Accelerated Culinary Arts Certificate Program

- Flesh-colored or dark hosiery/dark socks only.
- Clean and polished black dress shoes.
- Black dress slacks or pants only.
- CIA-issued, cleaned and pressed white graduation chef jacket buttoned to the top.
- CIA-issued clean, white paper toque.
- Hair must be a natural color, groomed, and clean.

Bachelor's Degrees, New York Campus

- CIA-issued black cap and gown.
- Anything that shows below the gown must be a solid dark color (e.g., black or navy).
- Flesh-colored or dark hosiery/dark socks only.
- Clean and polished black dress shoes.
- Hair must be a natural color, groomed, and clean.

Additional Considerations

- Outerwear (sweaters, coats, hoodies, and sweatshirts) may not be worn into the kitchens or bakeshops. Please use the lockers provided to store these items.
- Students with injuries that require casts, crutches, slings or other aids for temporary conditions that significantly impair mobility cannot take culinary, baking, or table service courses. Student Financial and Registration Services or the Education Office will make every effort to place the student in an appropriate business management course.
- Students with hand cuts and lacerations must obtain clearance from the Health Services Office (NY), a JobCare official or a personal physician—with clearance verified by the student affairs manager (CA), or the director of education (TX) to attend kitchen and bakeshop classes.
- For the fish butchery room, white turtlenecks or white thermal shirts may be worn without a neckerchief. This is the only area that this substitution may be made.
- White cotton headbands may be worn in hot weather. However, no portion of the headband should be visible under the chef's hat, and the headband must be removed when the chef's hat is removed.

Students at the U.S. campuses who have a physical impairment as defined by section 504 of the Rehabilitation Act of 1973 or Americans with Disabilities Act of 1990, or who, because of religious beliefs/customs included in title VI of the Civil Rights Act of 1964 (amended by the Equal Employment Opportunity Act of 1972) are unable to shave facial hair as described above should submit appropriate documentation in writing for a variance to the associate vice

president and dean of student affairs (NY), Learning Strategies Center administrator (CA), or director of education (TX). Exceptions to this code must be verified by a letter from the school official named prior and must be carried on the student's person at all times.

Penalties for Non-Compliance

While students are in academic buildings on days campus is open, the uniform and dress code must be adhered to, and will be enforced. Students need to be in proper attire to be admitted to the dining rooms or self-service meal lines. The penalties for non-compliance with the dress code are consistent for all classes at the CIA:

- Of the student's final grade, 10% will be for Professionalism, Uniform, and Hygiene. The professor will assess each violation while students are in the class.
- Students risk the possibility of having demerits issued.
- Students who are non-compliant will be dismissed from class to make the needed corrections.

Students can avoid these penalties by demonstrating professionalism in all they do.

Academic Honesty

At The Culinary Institute of America, students are expected to develop their own ideas and to consult research materials for their studies. The CIA's Academic Honesty code identifies expected behaviors and the consequences of failure to adhere to the expected behavior. The college expects all students to adhere to this policy.

The term "academic dishonesty" may refer to, but is not limited to, any of the following:

- Cheating: Using unauthorized materials to complete work (e.g., using another student's mise en place, copying off of a classmate's paper, crib notes, phone, electronic devices, etc.)
- Purchase/Sale: Using prepared materials from an organization or person whose business includes selling research papers, original papers, exams, or material to students for their use.
- Misrepresentation: Submitting material previously submitted to another instructor or course without the permission of the current instructor, or submitting materials that have already been submitted to the same instructor by someone else.
- Plagiarism: Copying from any source without giving credit; using original ideas, recipes, or research without giving credit; or working from another source without giving credit.
- Fabrication: Falsification of sources, citations, information, data, and/or other work that is evaluated by the instructor.
- Other: Stealing an exam or other materials from a faculty member. Intentionally destroying, altering, or obstructing another student's or faculty member's work, including another student's mise en place. Unauthorized student collaboration on project, papers, or other assignments. Signing in for another student.

This behavior, or assisting others in this behavior, is a serious violation of professional and academic standards at the CIA and will not be tolerated.

Violations

A faculty member who identifies an act of academic dishonesty will discuss such incident with the student.

- The faculty member will determine the consequences of a student's academic dishonesty. Possible outcomes are dependent on the type of academic dishonesty and the decision of the faculty member. Possible consequences include, but are not limited to, a rewrite of the assignment, an additional assignment, a failing

grade on the assignment, failure of the class, and/or an appearance before the Academic Standards Committee which may result in academic suspension.

In each case, the faculty member will inform the student in person and by letter, a copy of which will be sent to the education director, dean, associate dean, and registrar.

Suspension or Dismissal

In cases of academic dishonesty where the faculty member wants to recommend suspension or dismissal, the faculty member shall consult with the appropriate dean, associate dean or education director and shall recommend suspension or dismissal in writing to the appropriate college official within five working days (Monday through Friday, exclusive of holidays). The faculty member shall also inform the student in writing.

Academic Review

The individual records of students who are recommended by a faculty member for suspension or dismissal due to academic dishonesty will be reviewed by the Academic Standards Committee.

Students will be required to provide a statement or explanation of their situation as well as attend a meeting to review the circumstances surrounding the dishonest behavior. At that meeting, a decision will be made regarding whether the student will be suspended, be dismissed, or can continue at the college under specific conditions.

If the student fails to live up to these conditions, the student will be suspended for a minimum of one semester or dismissed from the college.

Recording

Suspensions or dismissal for academic dishonesty will be recorded on a student's official transcript as a withdrawal.

Appeal

The decision of the Academic Standards Committee is final; there is no appeal.

Graduate Dismissal and Appeal

In all cases of academic dishonesty, students in the MPS program will be academically dismissed from the college. Graduate students can appeal the dismissal through the Registrar's Office. A faculty committee will review the appeal and the decision will be final.

Statement of Academic Freedom

Faculty members shall be free to teach course information without regard to censorship or any other artificial restraints on free inquiry and learning. Faculty members shall be restricted to dealing with course materials in the classroom environment and shall not use the classroom as a basis for the transmission of information outside of their assigned courses. They shall, however, be free to discuss any controversial issues dealing with their courses without the fear of reprisal, provided the discussions are related to subjects taught.

The CIA has developed standard course materials that faculty members are expected to teach. Faculty members are encouraged to present individual views and alternative materials as a means of supplementing, but not replacing, that standard course material.

Academic freedom in the CIA shall not be deemed to permit or condone denigration or demeaning criticisms of other faculty members, staff members, students, the CIA, its programs, or the foodservice and hospitality industry.

Freedom of individual conscience, association, and expression shall be encouraged and fairness of procedure shall be observed both to safeguard legitimate interests of the CIA and to exhibit by appropriate example the basic objectives of a democratic society.

Supervised Alcohol Tasting

With three exceptions, public consumption of alcoholic beverages in CIA-owned and -operated facilities and properties is strictly prohibited. The exceptions are as follows: when consumption is part of the course within the classroom, during specifically approved college functions, and in the CIA's public restaurants and cafés. The legal drinking age in New York, California, and Texas is 21, and laws governing the sale and service of alcoholic beverages are observed at all CIA campus locations.

The possession, solicitation, sale, and/or use of illegal drugs are unconditionally prohibited. Violations will result in suspension and possible dismissal from the college.

At the CIA Singapore, rules and regulations pertaining to this section will be enforced under Singaporean law.

Transfers Between Campuses

In some instances, a currently enrolled student may seek a transfer of studies to a different CIA campus in the U.S. The following procedure has been established so that each case may be considered on an individual basis.

The student must submit an online request for transfer that will be routed to the appropriate department at the target campus. For transfers to the California campus, the application will be reviewed by the senior career and academic advisor; for transfers to New York, the director of career and academic advising; and for transfers to Texas, the assistant director of academic and career support.

The request will be reviewed and given consideration based on the following conditions:

- Space is available at the target campus;
- The student has completed at least one semester of study, and at least one semester of study remains prior to anticipated graduation;
- The student must have a cumulative grade point average of at least 2.0;
- The student's learning track will not be interrupted in a way that will interfere with the student's academic progress;
- The student will be responsible for any makeup and re-registration fees;
- The student does not have any unresolved probationary or disciplinary issues; and
- The student is in good financial standing.

Students are allowed only one transfer opportunity during their degree pursuit. Students may not retake any class in which they have previously received a final grade according to Repeating a Course. Attendance records will carry over from one campus to the other and will be considered along with academic progress.

A student who has withdrawn or who is on a leave of absence may also be considered for transfer to another campus if the request is made within one year of the original leave. Otherwise, the student will be required to apply for readmission to the new campus.

Once all criteria are reviewed, the student will be notified of the transfer decision by the senior career and academic advisor at the California campus, director of career and academic advising in New York, or the assistant director of academic and career support in Texas..

Professionalism/Class Participation—Graduate

Graduate degree and certificate-level coursework requires a significant amount of commitment from enrolled students (and the instructors). The expectations of a traditional graduate course require students to spend three hours in class each week and, depending on work habits and the demands of the course, another nine–12 hours per week on readings and assignments. The assignments and expectations for each course are very rigorous and intense. While students will receive a great deal of instruction and guidance in completing the coursework, it is up to the student to make the most out of the overall experience. In class, students will engage in consistently high levels of writing, communicating, and group work in order to achieve the course learning objectives. Students will be expected to have thoroughly and critically read all course materials in order to best benefit from the lectures, tours, and tastings, and all students are required to actively participate in the discussion.

Classes are a community of learners, which means students will depend upon each other to support and inform one another. Please refrain from behaviors that would be inappropriate for a learning environment. For the Wine Management program, electronic devices are permitted in class, and students are encouraged to use them as a resource during discussions and debates; however, please refrain from using electronics during lecture, presentations, or quizzes. Students are encouraged to ask questions, raise issues to the class, and/or make suggestions related to the topics studied. It is advisable to respect each other's opinions and refrain from frequent interruptions of the lecturer or colleagues. Students are expected to:

- Display a willingness to listen to, help, and support other students.
- Take notes on lecture material and demonstrations.
- Contribute to the daily lecture and discussion.
- Refer to material from reading assignments.
- Be attentive to guest speakers and ask relevant questions.
- Actively participate in class activities and field trips.
- Work effectively and cooperatively in group activities or projects.
- Demonstrate an understanding and respect for alcoholic beverages.
- Exhibit respect for teachers, visitors, and colleagues.
- Stay open-minded to the opinions of others.

Readmission Policy—Undergraduate and Graduate

For the full policy on readmission to The Culinary Institute of America, please see the Readmission Policy.

Externship

All students will be required to devote a semester to furthering their skills in an extern position. Externship is a full-time commitment of a minimum of 14 weeks or 550 hours of full-time work at a CIA-approved location. A satisfactory evaluation of the experience or applicable transfer credit is required for students to receive their degree.

The externship program is administered under the auspices of the Center for Career and Academic Advising at the Hyde Park, NY campus.

Externship information in this section also applies to the **CIA Singapore**, with the following distinctions. Students who enter the bachelor's program in Singapore from a **non-relevant diploma program** must complete the CIA Externship course following the completion of the final semester of academic classes ("top-up" module semester). Students who have entered the CIA Singapore with a relevant diploma must participate in a non-graded professional bridge semester. Training agreements for both the externship and professional bridge must be returned to the managing director no later than the third week of the final semester of course work. CIA Singapore students who do not have additional courses to complete must submit the Professional Bridge Training Agreement prior to the 10th week of the fourth semester.

Externship Planning

Externship is considered a requirement, and all students must successfully complete two externship career planning sessions prior to their externship semester.

Students should begin exploring externship possibilities well in advance to make sure they have secured a position and submitted a training agreement. They must select an externship site from an established list of approved sites. A student may not complete an externship at a site owned by a member of that student's family. It is the student's responsibility to initiate contact with these employers and obtain a position as an extern. The Center for Career and Academic Advising staff will assist as needed. Externship candidates in the U.S. who have not provided this office with a signed training agreement from an approved externship site within the first three weeks of the semester prior to the start of the externship will be officially withdrawn. (See Withdrawal from the CIA.)

Prerequisites for Externship

To begin externship, students must have received a passing grade for:

- ServSafe® certification (CUSC-100A or CUSC-105A)
- Culinary Practical Examination I (Written Exam) (CULS-152), or Baking and Pastry Practical Examination I (BAKE-151)

Students who fail their practical examination(s) will be notified immediately by the faculty member administering the examination and the Registrar's Office. Students must make arrangements with Student Financial and Registration Services to retake the exam by the end of the semester. They must pass these exams to begin their externship.

Acceptance of an Externship

Once a student has communicated acceptance of an externship verbally or in writing to the employer, this is viewed as a binding commitment on the student's part to complete the experience. Failure to follow through with the agreement may result in a grade of "F."

An "F" grade will **not** be assigned if:

- A viable reason is presented in writing to the Center for Career and Academic Advising staff and property chef for not completing the externship—personal or family illness, or other circumstances beyond the student's control.

- The student informs the supervisor at the externship site of the change in plans, and obtains a letter from the supervisor that indicates acceptance of the student's decision not to begin work at the site. A Center for Career and Academic Advising staff member will then contact the supervisor to verbally confirm that acceptance.

Externship Completion

To receive credit for the course of Externship, a student must be properly registered, which includes financial and academic clearance granted through SFRS **and** having submitted a signed training agreement to the Center for Career and Academic Advising indicating 14 weeks or 550 hours at an approved site. No credit will be given for any time worked prior to registration for the course.

To pass the course of Externship, students must achieve a passing evaluation from their externship supervisor, submit all externship assignments on time for grading, and receive a passing grade for these assignments.

Students will receive an "F" grade and may be required to repeat the externship if they:

- Fail to complete a minimum of 14 weeks or 550 hours of full-time work at a CIA-approved site,
- Work at an establishment that has not been approved for externship,
- Fail to submit satisfactory work in the form of their externship ePortfolio and support materials, or
- Are terminated from their externship or leave voluntarily. In addition to receiving an "F" grade, they will also be withdrawn from the CIA.

Any student who fails or withdraws while out on externship must complete a second externship before returning to campus. If a student returns to campus, submits the manual, and receives an "F" on the manual, then the student may complete that current semester and repeat the course of Externship before advancing to the next semester.

Students must make arrangements with the Center for Career and Academic Advising and Student Financial and Registration Services if they need to make up a failed externship. The fee to make up the externship is \$150.

For completion of a second externship, students must complete a minimum of 14 weeks or 550 hours of full-time work at an approved CIA externship site. Students completing a second externship are required to choose a different approved externship location than where they went the first time. There is no grace period for the makeup of a second externship.

NOTE: If a student fails Externship, the externship ePortfolio may be resubmitted at the discretion of the faculty and a fee will be charged. See Fees That May Be Assessed.

Returning from Externship

The Culinary Institute of America requires all students to return on their scheduled return date from externship. Students who fail to return as scheduled will be withdrawn. If the college grants a student permission to return on a different date, that selected date will be based on availability. Regardless of a student's return date, the externship ePortfolio is due on the date that was assigned at the point of registration for the course. Failure to submit the ePortfolio on the assigned due date will result in five points per day deduction, which could result in failure.

Extending the length of the externship period beyond the scheduled return date may jeopardize the student's financial aid status and may adversely affect other aspects of the student's ability to return for their subsequent semester.

International Students

Per U.S. Department of Homeland Security regulations, international students with an F-1 visa must complete one full academic year (two semesters) in order to be eligible to enter the course of Externship. International students will need to provide a copy of their completed Training Agreement to their designated school official (DSO) at their campus location to have their I-20 form authorized, and then obtain a Social Security card from a local Social Security Office.

International students seeking to complete their externship outside the United States should be aware that being outside the U.S. for more than five months will require a new visa application.

International students are encouraged to direct any questions regarding their F-1 visa status and their externship to the designated school official at their campus location.

Web-Based Learning

The college employs Moodle as its web-based Learning Management System. Students and faculty use a secure password to easily access the CIA Moodle environment both on and off campus. The page design of Moodle is responsive and accessible on most web-enabled devices. Moodle provides access to all posted course material and support content such as recipe manuals, syllabi, assessment rubrics, lecture notes, and presentations. All content can be accessed anytime by students or faculty.

The Learning Management System provides faculty and students with features that enhance learning online and in the classroom. This includes meaningful discussions, interactive glossaries, student-led wiki spaces, and tools for digital storytelling. Moreover, faculty posts assignments and grades within the system and can directly communicate with students enrolled in the course.

The Moodle system is just one of many online applications available to enrich our students' educational experience. For information on other web-based resources and capabilities, please see Technology on Campus for Students.

CIA-Cornell Collaborative Degree Program

The Culinary Institute of America and the School of Hotel Administration at Cornell University, recognized as the leading educational innovators in service and hospitality management, have formed an alliance to offer a collaborative degree program for students with a passion for the culinary arts and hospitality operations. After earning their AOS or AAS at the CIA, students can transfer to Cornell and complete their Bachelor of Science (BS) from the School of Hotel Administration at Cornell University in four to five semesters. This unique opportunity allows CIA graduates of the CIA associate degree program to go on to explore topics such as advanced restaurant management, revenue management, design and development, and hospitality entrepreneurship, as well as foodservice in hotels, resorts, spas, stadiums, institutions, and other settings.

Students may be accepted into the program after completing their associate degree program at the CIA. For consideration, they must complete the Cornell University transfer application requirements. If accepted, students pursuing an AOS or AAS in culinary arts or baking and pastry arts may be awarded up to 50 transfer credits as part of the predefined collaborative degree program.

To learn more, visit www.shacia.org or www.hotelschool.cornell.edu, or e-mail ha-cia_alliance@cornell.edu.

Privacy of Application Records

In accordance with the Family Educational Rights and Privacy Act, the CIA does not release confidential academic and personal information, except under conditions permitted by law, without a student's written permission.

Applicants to the CIA who are not yet enrolled and in attendance may not waive the confidentiality of their records. This means applicants may not inspect, review, or photocopy any material submitted to the college for consideration, including letters of reference, official transcripts, employment evaluations, and interview and test results, until after they are accepted and enrolled at the CIA. At that time, students will have access to the material in the permanent file in accordance with stated policy, copies of which are available in the Registrar's Office.

The CIA does not return any materials sent as part of the admission review process. Applicants should not submit original diplomas and certificates, as they will not be returned.

Privacy of Education Records

U.S. Campuses

The Family Educational Rights and Privacy Act ("FERPA") is a U.S. federal law that protects the privacy of student education records and gives students who reach the age of 18 or attend a postsecondary institution the right to inspect and review their own education records.

FERPA grants students at the U.S. campuses the following rights with respect to education records:

1. **The right to inspect and review their education records.** Students may inspect and review their education records after submitting a written request to the school official responsible for the record. The school official will make arrangements for access and notify a student of the time and place where the education records may be inspected within 45 days of receiving such written request.
2. **The right to request an amendment of their education records that they may believe are inaccurate, misleading, or otherwise in violation of their privacy.** Students may ask a school official to amend a record that they believe is inaccurate, misleading, or otherwise in violation of their privacy. Students must provide the appropriate school official with a written statement clearly identifying the part of the education record they would like changed, and specify why it is inaccurate, misleading, or otherwise in violation of their privacy. The school official who receives the request for amendment must decide within a reasonable period whether corrective action consistent with a student's request will be taken. The CIA may either amend the education record or decide not to amend the education record. If the school decides not to amend the education record, the appropriate school official will notify the student of the decision and advise the student of the right to a hearing to challenge the information.
3. **The right to consent to disclosure of personally identifiable information contained in their education records.** The CIA does not release information from a student's education records without the student's written consent unless such disclosure is permitted under FERPA as discussed fully in The Culinary Institute of America's FERPA Policy.

One of the permitted exceptions to the consent to disclosure requirement is to a CIA school official with a legitimate educational interest.

A school official is a person in an administrative, a supervisory, an academic, or a support staff position, or a law enforcement official employed by the CIA; a trustee; a person or company under contract to or acting as an agent for the CIA to provide a service instead of using CIA employees or officials, such as an attorney, an auditor, a consultant or a collection agent; or a student serving on an official committee or assisting a school official in performing a task. A school official is deemed to have a legitimate educational interest when the information requested is necessary for that school official to (a) perform appropriate tasks that are specified in the school official's position description or by a contract agreement; (b) perform a task related to the student's education; (c) perform a task related to the discipline of the student; or (d) provide a service or benefit relating to the student or the student's family such as health care, counseling, job placement, or financial aid.

4. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the CIA to comply with the requirements of FERPA.**

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue SW
Washington, DC 20202-4605

Please note: In accordance with FERPA, the CIA may disclose at its discretion the following directory information without the student's consent: name, permanent address, campus box number, dates of attendance, degrees and/or certificates received with date, campus e-mail address, photographs, academic program, awards or honors, or enrollment status. A student may opt out of disclosure of directory information by completing the Request to Prevent Disclosure of Directory Information in the Student Financial and Registration Services Office or on the student portal within two weeks of their start date at the CIA.

All questions in reference to FERPA should be directed to the registrar.

Singapore Campus

The CIA Singapore protects the privacy of student education records and gives students who reach the age 18 or attend a postsecondary institution the right to inspect and review their own education records.

Please note that the college's contract with the Singapore Institute of Technology, our partner university, requires that the CIA provide student transcripts to SIT for Singapore Ministry of Education records.

Students are required to sign on the Student Undertaking Form that they consent to the storage and transmission of their personal information by SIT and the CIA Singapore internally within SIT and the CIA Singapore and mutually between SIT and the CIA Singapore for the purpose of the delivery of the degree program. SIT seeks the student's consent before disseminating the student's information to an outside party (e.g., a sponsoring company).

Retention of Student Records

The Culinary Institute of America permanently maintains data for our enrolled students in both paper and electronic form. Data for withdrawn and graduated students is archived electronically.

Paper documents are kept in locked, fireproof file cabinets at each campus. Electronic documents are stored within our student information system as well as our document management system and are backed up via secure backup software. They are encrypted both at rest and in transit and archival backups are stored remotely using a cloud-based service, also encrypted. Academic records are accessible by the registrar and his/her designees only.

Policies

The policies described here and outlined in the *Student Handbook* specific to the student's campus have been established to enhance each student's overall educational and social experience at the CIA.

About This Catalog

This catalog does not constitute a contract between the college and its students on either a collective or individual basis. An enrollment agreement, signed by the student, constitutes a contract between the CIA and that student.

The student should be aware that some information in the catalog may change. It is recommended that students considering enrollment check with the school to determine if there is any change from the information provided in the catalog. In addition, a catalog will contain information on the school's teaching personnel and courses/curricula offered.

Changes in policies or programs will be provided as an addendum to the catalog in August and December.

The information contained in this catalog is true and correct to the best of the college's knowledge.

California Campus

Any questions a student may have regarding this catalog that have not been satisfactorily answered by this institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 www.bppe.ca.gov, 916-431-6959, or fax: 916-263-1897.

Campus Climate and Inclusiveness

The Culinary Institute of America is committed to providing an encouraging, safe, and inclusive campus and classroom experience for all students, faculty, staff, and guests. The CIA welcomes and is enriched by ideas, cultures, and personal identities of the campus community. Inclusiveness and respect align with the mission of the CIA and allow the college to support a diverse society as well as a diverse foodservice and hospitality industry.

All members of the CIA community are responsible for contributing to a campus environment where everyone is encouraged, is valued, and receives fair and equitable treatment, regardless of personal expression, identity, belief, and status.

Student Code of Conduct

Students are responsible for becoming familiar with the CIA's policies and regulations governing student life. The Student Code of Conduct promotes the necessary order, safety, and security of the CIA community and safeguards the individual and collective rights of everyone on campus. Actions by individuals or groups that interfere with the orderly functions of the college or actions that endanger any member of the community will not be tolerated. The CIA requires students to conduct themselves in ways that exemplify the mission statement of the college and to follow the policies described in their *Student Handbook*.

Student Responsibility

The Culinary Institute of America provides a realistic learning environment for each of its students. Students will be required to participate in a variety of "hands-on" experiences on and off campus, consistent with training in the culinary arts, baking and pastry arts, or food and beverage field. All CIA students assume the risks and responsibilities inherent in the educational process.

Observation and application experiences may at times involve dangers and hazards to which professionals in the foodservice field are exposed. The CIA assumes no responsibility for any of these risks. However, we do attempt to provide a safe environment and to instruct students in safe practices and procedures. None of us are immune to injury in the course of our daily lives, work, or field of study, so students should conduct themselves with due and reasonable care in their actions.

If a particular educational experience is a course, degree, or certificate requirement, or a voluntary extracurricular activity, students must decide whether or not to participate and expose themselves to its possible hazards. If a student chooses not to participate in a required activity, however, the student may fail to satisfy the course, degree, or certificate requirements. Students may wish to discuss the risks noted above with the faculty or staff supervisor of the activity in which they are participating.

Student Questions

Many times when students have a question, they can resolve it on their own by speaking with the party involved. If, however, after speaking with the student or employee about the question, a student does not feel the matter is addressed, or if a student has a question about an administrative process or procedure, the student may see the following college officials:

Civil Rights Questions

Refer to the full text of the Harassment, Sexual Misconduct, and Discrimination Policy on the Consumer Information page at www.ciachef.edu/consumer-information. (All U.S. campuses)

Curriculum and Faculty Questions

- Deans—Education (NY)
- Director—Education (CA)
- Managing Director (SG)
- Associate Dean—Degree Programs (TX)

Financial Questions

- Director—Student Financial Planning in Hyde Park, NY (All U.S. campuses)
- SIT (SG)

Registration and Course Scheduling Questions

- Registrar in Hyde Park, NY (All U.S. campuses)
- Associate Registrar (CA)
- Student Services Manager (TX)
- Managing Director (SG)

Residence Life Questions

- Associate Dean—Student Affairs and Residence Life (NY & CA) or Assistant Dean—Student Conduct (NY)
- Residence Life and Housing Coordinator or Assistant Dean—Student Affairs (CA)

General Student Questions

- Associate Vice President and Dean—Student Affairs in Hyde Park, NY (All U.S. campuses)
- Associate Dean—Student Affairs and Residence Life (NY & CA)
- Associate Dean —Campus Life and Student Development (NY)
- Assistant Dean—Student Conduct (NY)
- Assistant Dean—Student Affairs (CA)
- Managing Director (SG & TX)

For information visit the Consumer Information page at www.ciachef.edu/consumer-information.

Student Complaints Policy and Procedures

The Culinary Institute of America (CIA) has established processes for use by students to make complaints; for the timely, prompt, and equitable review, investigation, resolution, and appeal of such complaints; for communications with students who make complaints; and for related record-keeping. The CIA requires students first to try informal means to resolve their concerns with the appropriate CIA employee. If the outcome is not satisfactory, students should use the appropriate channel available under the Student Complaint Policy for the type of complaint to be addressed. The CIA will communicate the results of its review of a complaint with the student in a timely manner, within 60 days of receipt of the complaint. The CIA complies with related periodic reporting requirements. The CIA Student Complaint Policy does not govern student complaints about grades or student conduct; these are governed by the Student Code of Conduct and academic policies.

Students in the online Master's of Professional Studies program (except those living in California) wishing to pursue a complaint about the online MPS program must first follow the usual CIA Student Complaint Policy. In the event that the complainant is not satisfied with the outcome, a complaint (excluding those about grades or student conduct matters) may be appealed within two years of the incident to the State Authorization Reciprocity Agreement (SARA) portal entity in the CIA's home state of New York at the following:

Supervisor, Higher Education Programs
 New York State Education Department
 89 Washington Avenue
 Albany, NY 12234
 518-474-1551
IHEauthorize@nysed.gov

Students of the online MPS program residing in California should follow the usual Student Complaint policy as described above.

For information on the Student Complaint Policy, including notices with instructions for filing complaints with higher education authorizing entities in California, New York, and Texas, visit the consumer information page at www.ciachef.edu/consumer-information. You may also contact the Director—Compliance and Information Privacy at 845-451-1429 with any questions.

The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act ("FERPA") is a U.S. federal law that protects the privacy of student education records and gives students who reach the age of 18 or attend a postsecondary institution the right to inspect and review their own education records.

The Privacy of Education Records-Family Education Rights and Privacy Act (FERPA) can be found on the Consumer Information page at www.ciachef.edu/consumer-information.

Notice of Nondiscrimination

The CIA is committed to providing a campus environment free of discrimination and harassment. The Nondiscrimination Statement can be found on the Consumer Information page at www.ciachef.edu/consumer-information.

Harassment, Sexual Misconduct, and Discrimination Policy Statement

The Culinary Institute of America (CIA) is committed to providing a working and learning environment free from harassment. Members of the CIA community, guests, and visitors have the right to be free from any form of harassment (which includes sexual misconduct and sexual harassment) or discrimination; all are expected to conduct themselves in a manner that does not infringe upon the rights of others.

The Culinary Institute of America prohibits harassment against individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, genetic information, marital status, veteran status, ancestry, or national or ethnic origin, or any protected group or classification under federal or state laws. These principles also apply to admissions, financial aid, academic matters, career services, counseling, housing, employment policies, scholarship programs, medical services, and all other programs and activities available at the CIA.

Members of the CIA community, guests, and visitors who believe that he or she has been or is being subjected to a form of harassment is strongly urged to use the resolution procedures described in this policy.

The Culinary Institute of America's Harassment, Sexual Misconduct, and Discrimination Policy is consistent with Title IX of the Education Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Age Discrimination in Employment Act of 1967, the Genetic Information Nondiscrimination Act of 2008, and other applicable state or federal law. In some instances, this policy will be amended to extend beyond federal protections when state laws or statutes (such as California's Leonard's Law) provide compelling reasons to do so.

Complaint, Reporting, and Resolution Procedures

Procedures for reporting, filing a complaint and resolution are outlined in the Harassment, Sexual Misconduct, and Discrimination Policy, which can be read **in its entirety** at www.ciachef.edu/consumer-information on the Consumer Information page.

Alcohol and Drugs

The Culinary Institute of America is committed to creating and maintaining a campus and work environment that is free of drug and alcohol abuse and complies with all federal, state, and local laws governing the service and consumption of alcohol and the use and possession of illegal substances.

The CIA prohibits:

- The unlawful use, manufacture, distribution, dispensation, sale, transportation, purchase, or possession of any non-prescription drugs or controlled substances on its owned, operated, or controlled property or any other location,

- Possession of drug paraphernalia,
- The unlawful service, distribution, sale, possession, consumption, or other unlawful use of alcoholic beverages,
- Unlawful behaviors involving alcohol, drugs, or controlled substances including, but not limited to, underage drinking, public intoxication that impacts the CIA, driving under the influence of alcohol or drugs, and manufacturing, distributing, or using false identification,
- The unlawful use, purchase, and distribution of medication including, but not limited to, prescription and over-the-counter medications,
- The reckless or intentional a) acts that endanger mental or physical health, or b) conduct that creates a substantial risk of injury, to a person in the course of initiation or affiliation with any organization, club, or institution, and
- Any activities involving the forced consumption of alcohol or drugs, including activities encouraging consumption of large amounts of alcohol or repeated consumption of alcohol in a confined amount of time.

The CIA imposes sanctions for illegal alcohol or drug use and violation of this policy. In addition, individuals violating the law with the use of alcohol and drugs may be subject to criminal charges as applicable under local, state, or federal law. The CIA will cooperate fully with all civil authorities and enforcement agencies.

The Alcohol and Drug Policy may be found in the *Student Handbook* and on the consumer information page at www.ciachef.edu/consumer-information, and the full policy is disclosed annually to students and staff.

Weapons Policy

The Culinary Institute of America is committed to maintaining a safe and secure environment that is free of violence. This obligation includes eliminating recognized hazards from the campus community that may contribute to violence or serious harm.

No individual (student, staff, or faculty member or member of the general public) is permitted to bring a weapon or replica of a weapon of any kind onto U.S. college properties. Additionally, no student, staff, or faculty member may carry a weapon or replica of a weapon of any kind during college business travel. A weapon includes any device defined in this policy that in the manner used or intended is capable of producing death, harm, intimidation, or bodily injury to a person or property. This policy applies to all situations, whether the weapon is licensed or not. Only law enforcement officials acting within their official capacity shall be considered exempt from this policy.

Weapons:

Weapons include but are not limited to knives, firearms or guns (including starter pistols, paintball guns, and guns that shoot projectiles such as pellets, BBs, and airsoft beads), machetes, bombs/explosives, ammunition, slingshots, clubs/bludgeons, chuka sticks/martial arts weapons, plastic or metal knuckles, electronic devices intended to stun or incapacitate (e.g., Taser), and bow and arrow combinations (including crossbows).

Exceptions:

- a. A firearm or other weapon in the possession of a law enforcement officer who is authorized to possess same, either on or off duty, by the employing law enforcement agency.
- b. Kitchen knives and other kitchen-related equipment used to support the educational process.

Questions may be directed to the director of campus safety or the director of compliance. The full CIA Weapons Policy, including procedures for reporting incidents, may be viewed from the Policies and Procedures page (under Campus Resources) at CIA Main Menu.

Computer and Network Usage Policy

The use of The Culinary Institute of America's network and computer systems by any party should always be legal, ethical, and consistent with the CIA's mission. The CIA grants access to its networks and computer systems subject to responsibilities and obligations set forth in this Computer and Network Usage Policy and subject to all local, state, and federal laws. Should it be determined that network or computer activity being generated from any user or user's device is drastically inhibiting or interfering with the performance of the CIA's network and computing resources, the CIA reserves the right to immediately terminate that user's access and devices without notice.

Users of the CIA network and computing resources must realize that receiving access is a privilege provided by the CIA and should be treated as such. Enforcement of this policy and established procedures for all CIA campuses will benefit all users.

The full CIA Computer and Network Usage Policy may be viewed from the Policies and Procedures page (under Campus and Student Life) at CIA Main Menu.

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Robert Mullooly '93

Associate Professor—Culinary Arts

BPS, Culinary Education, State University of New York, Empire State College

AOS, Culinary Arts, The Culinary Institute of America

Lance Nitahara '08, PC III, CEC, CPC, CHE

Assistant Professor—Culinary Arts

BPS, Culinary Arts Management; AOS, Culinary Arts, The Culinary Institute of America

AA, Culinary Arts; AA, Baking and Pastry Arts, The Culinary Institute of the Pacific

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Sustainable MBA, Green Mountain College

BPS, Culinary Education, State University of New York, Empire State College

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William Phillips '88

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AOS, Culinary Arts, The Culinary Institute of America

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BA, Interdisciplinary Studies, State University of New York, Empire State College

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BPS, Culinary Education, State University of New York, Empire State College

AOS, Culinary Arts, The Culinary Institute of America

Thomas Schneller

Associate Professor—Culinary Arts

George Shannon, CEC, CHE

Associate Professor—Culinary Arts

BS, Business, Management, and Economics, SUNY Empire State College

AS, Business Administration, Thomas Nelson College

Scott Swartz '89, CEC

Associate Professor—Culinary Arts

MBA, Cultural Sustainability, Goucher College

BS, Hotel/Restaurant Management, University of New Haven

AOS, Culinary Arts, The Culinary Institute of America

Bryan Tobias, PC III, CEC, CHE

Assistant Professor—Culinary Arts

Gerard Viverito, CEC

Associate Professor—Culinary Arts

BS, Hospitality Management, University of Maryland

AOS, Culinary Arts, Scottsdale Culinary Institute

Jong Jip Yang '11

Lecturing Instructor—Culinary Arts

AOS, Culinary Arts, The Culinary Institute of America

Gregory Zifchak '80

Associate Professor—Culinary Arts

AOS, Culinary Arts, The Culinary Institute of America

Faculty—Culinary Science and Nutrition

Suki Hertz, RD

Associate Professor—Culinary Science

MS, Clinical Nutrition, New York University

BA, Geography, University of Colorado

Certificate, Culinary Arts, New York Restaurant School

J. J. Lui, MCGB, CHE

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MBA, Further Education Management, King's College University of London, England

BSc, International Culinary Arts, Thames Valley University, England

Diploma, Teaching in the Lifelong Learning Sector, City & Guilds of London Institute, England

Marisa Monaghan

Assistant Professor—Culinary Science

MST, Biology, Pace University

BS, Reactions, State University of New York, Cortland

Allison Righter, RDN

Assistant Professor—Culinary Science

MS, Public Health, John Hopkins Bloomberg School of Public Health

BS, Public Health Studies and History of Science, John Hopkins University

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Professor—Culinary Science

MA, Liberal Studies, Empire State College

AB, English, College of William and Mary

Faculty—Hospitality and Service Management

Rory Brown '06, CSW, CHEP

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MS, Hospitality and Tourism Management, University of New Orleans

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AOS, Culinary Arts, The Culinary Institute of America

Higher Certificate, Wine and Spirit Education Trust

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MBA, University of Phoenix

BA, Hotel Administration, Cornell University

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MS, Educational Technology, Walden University

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MS, Hospitality Management, Rochester Institute of Technology

BPS, State University of New York, Empire State College

Nautical Engineering, Istituto Tecnico Nautico, Italy

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BFA, Dramatic Art/Dance, University of California, Berkeley

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MEd, Language Arts, Carthage College

Licenciatura en Español e Inglés, Universidad Pedagógica Nacional, Colombia

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BA, History, Dickinson College

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MA, English Literature, University of Rochester

AB, English Literature, Dartmouth College

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PhD, History, City University of New York

JD, New York Law School

MA, History, Hunter College

BA, Social Studies, Niagara University

Dr. Deirdre Murphy

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PhD, American Studies, University of Minnesota

MA, BA, English, University of Massachusetts at Amherst

One-Year Diploma, University of Kent at Canterbury, U.K.

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MAT, Mathematics Education; BS, Mathematics Education, University of New Hampshire

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MS, Botany and Plant Pathology, Michigan State University

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Certificate, Entrepreneurship, SUNY Ulster

Distinguished Toastmasters (DTM)

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AOS, Culinary Arts, California Culinary Academy

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AOS, Baking and Pastry Arts, The Culinary Institute of America

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Chef College, Restaurationsindustriens Laerlingskole, Denmark

Apprenticeship, Grande Café, Denmark

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Higher Wine Certificate, Wine & Spirit Education Trust

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MA, Hospitality Administration, University of Nevada, Las Vegas

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AOS, Culinary Arts, The Culinary Institute of America

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AOS, Culinary Arts, The Culinary Institute of America

Certificate, Culinary Arts, Kapiolani Community College

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Academic Directors and Administration

Cathy Jörin

Senior Director, School of Graduate and Professional Studies

Director, The Food Business School

MBA, University of San Francisco

BA, University of California, Irvine

AOS, California Culinary Academy

Graduate Program Faculty

Faculty information can be found [here](#)

Texas Campus Faculty and Staff

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Managing Director

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AAS, Culinary Arts, Texas Culinary Academy

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AOS, Baking and Pastry Arts, The Culinary Institute of America

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BA, Centro de Estudios Culinarios Roccatti SUGAR, Mexico

BA, Instituto Tecnológico de Monterrey, Mexico

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Escuela Panamericana de Hoteleria, Mexico

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AOS, Culinary Arts, The Culinary Institute of America

Brandon Morgan

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BS, Mathematics, University of the Incarnate Word

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MEd, Physical Education, University of Houston

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Master Chef Diploma, Hotelschool, Germany

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Administration

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Managing Director

MS, Rochester Institute of Technology

BS, College of Charleston

AOS, The Culinary Institute of America

Faculty

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Master Chef Diploma, Hotelschool, Germany

Apprenticeship, Hotel Schaperkrug, Germany

Saverio Busato

Lecturing Instructor—Baking and Pastry Arts

Diploma of Technician, Hospitality Service & Restaurant Industry, Italian Cooking, Institute E. Cornaro

Elaine Koh '13

Lecturing Instructor—Culinary Arts

BPS, Culinary Arts Management, The Culinary Institute of America, Singapore Institute of Technology

Diploma, Hospitality and Tourism Management, Temasek Polytechnic, Singapore

Yvonne Ruperti '96, CHE

Lecturing Instructor—Baking and Pastry Arts

BA, Art History, Vassar College

AA, Liberal Arts and Social Sciences, Dutchess Community College

Certificate, Baking and Pastry Arts, The Culinary Institute of America

Michael Sanson '96

Assistant Professor—Culinary Arts

AOS, Culinary Arts, The Culinary Institute of America

Legend of Certifications

AAC	American Academy of Chefs	CS	Certified Sommelier
ACWP	Advanced Certified Wine Professional	CSW	Certified Specialist in Wine
CB	Certified Baker	CWE	Certified Wine Educator
CCE	Certified Culinary Educator	CWP	Certified Wine Professional
CCM	Certified Club Manager	DWS	Diploma in Wine and Spirits
CCP	Certified Culinary Professional	FAND	Fellow of the Academy of Nutrition and Dietetics
CDE	Certified Diabetes Educator	FWS	French Wine Scholar
CEC	Certified Executive Chef	LD	Licensed Dietitian
CEPC	Certified Executive Pastry Chef	MCGB	Master Chef of Great Britain
CFBE	Certified Food and Beverage Executive	MFP	ManageFirst Professional
CFSM	Certified Food Service Manager	MS	Master Sommelier
CHA	Certified Hotel Administrator	PC II	ProChef Level II
CHE	Certified Hospitality Educator	PC III	ProChef Level III
CHEP	Certified Higher Education Professional	PHR	Professional in Human Resources
CMB	Certified Master Baker	RD	Registered Dietitian
CMC	Certified Master Chef	PDN	Registered Dietitian Nutritionist
CMRDP	Certified Menu Research and Development Professional	RS	Registered Sanitarian
CPA	Certified Public Accountant	SHRM-SCP	SHRM Senior Certified Professional
CPC	Certified Pastry Culinarian	SPHR	Senior Professional in Human Resources

Campus Maps

View detailed maps of our four campuses and all they have to offer students, including teaching kitchens, bakeshops, and restaurants; professional wine studies facilities; residence halls, lodges, and townhouses; student recreation facilities; and more.

- [New York Campus Map](#)
- [California Campus Map](#)
- [Texas Campus Map](#)
- [CIA Singapore Map](#)

Contact Information

Admissions

1-800-CULINARY (US)
(1-800-285-4627)
admissions@culinary.edu

845-452-9600 (NY)
707-967-1100 (CA)
210-554-6400 (TX)
+65 6592 1136 (SG)

Bookstores

1-800-677-6266 (NY)
1-888-424-2433 (CA)

Center for Career and Academic Advising

845-451-1275 (NY)
advising@culinary.edu

707-967-2495 (CA)
gsadvising@culinary.edu

210-554-6465 (TX)
saadvising@culinary.edu

+65 6592 1189 (SG)

Financial Assistance

+65 6592 1150 (SG)

General Information

845-452-9600 (NY)
707-967-1100 (CA)
210-554-6400 (TX)
+65 6592 1189 (SG)

Library

library.culinary.edu

845-451-1747 (NY)—Conrad N. Hilton Library
845-451-1298 (NY)—Library Learning Commons
845-451-1288 (NY)—Office of Disabilities
707-967-2406 (CA)
210-554-6465 (TX)
845-905-4639 (TTY/TDDY)

Residence Life

845-451-1260 (NY)
707-967-2437 (CA)

Restaurants

www.ciarestaurantgroup.com

Student Affairs

845-451-1281 (NY)
707-967-2486 (CA)
210-554-6451 (TX)

Student Financial & Registration Services

845-451-1500 (NY)
707-967-2510 (CA & TX)

SFRS@culinary.edu

Student Life

+65 6592 1191 (SG)

Websites

www.ciachef.edu (US and SG)
www.singaporetech.edu.sg (SG)

The CIA at Greystone and the CIA San Antonio are branches of the CIA, Hyde Park, NY. The CIA Singapore is an additional campus.

Catalog Updates

December 2020 Addendum

Students should note the following approved changes to programs, courses, and policies, effective 12/18/20 that occurred after the publication of the 2020-2019 Academic Catalog.

Admissions

Updates to application procedures for the MPS programs

Academic Rules, Regulations, and Information

Updated the Attendance Policy Addendum (June-December 2020) to clarify the course retake process and tuition waiver due to COVID.

Clarified the absences that equate to course failure in the Missing Classes section for hybrid and online courses.

Updated The Student Dress Code in the Professionalism, Uniform, and Hygiene—Undergraduate Section to address face masks during the COVID-19 pandemic.

Curricula

Noted the credit reductions and course changes for both the Associate and Bachelor's Degree programs.

Financial Aid

Master's Degree Program in Food Business grant added

Faculty and Staff

Updates to Board of Trustees

Academic Schools—Degrees and Certificates Granted

To prepare students for the wide variety of career paths in a broad and thriving industry, the college awards degrees and certificates from the following schools:

School of Baking and Pastry Arts

Associate in Occupational Studies in Baking and Pastry Arts
Associate in Applied Science in Baking and Pastry Arts
Bachelor of Professional Studies in Baking and Pastry Arts

School of Business and Management

Bachelor of Business Administration in Food Business Management
Bachelor of Science in Hospitality Management

School of Culinary Arts

Associate in Occupational Studies in Culinary Arts
Associate in Applied Science in Culinary Arts
Bachelor of Professional Studies in Culinary Arts

School of Culinary Science and Nutrition

Bachelor of Professional Studies in Culinary Science

School of Liberal Arts and Food Studies

Bachelor of Professional Studies in Applied Food Studies

School of Graduate and Professional Studies

Master of Professional Studies in Food Business
Master of Professional Studies in Wine Management
Accelerated Culinary Arts Certificate

Catalog Updates

December 2018 Addendum

Students should note the following approved changes to programs, courses, and policies, effective 12/1/18 that occurred after the publication of the 2018-2019 Academic Catalog.

Bachelor of Science in Hospitality Management Program

Added the Hospitality Management Intrapreneurship: Driving Innovation from Within an Organization Concentration and the Hospitality Management, Beverage Production and Service Concentration, with updates to Curricula and Financial Aid.

Curricula

Master of Professional Studies in Food Business Program

Added the Restaurant/Foodservice Track and the Food Product/Concept Track to the Master of Professional Studies in Food Business Program.

Added information on career opportunities for graduates of the Master of Professional Studies in Food Business degree program.

ServSafe

Updated Culinary Arts Requirements (NY) (TX) and Baking and Pastry Arts Requirements (NY) (TX), adding the ServSafe Exam course.

Bachelor's Degree Majors, Programs and Concentrations

Updated the Graduation Requirements for Culinary Arts (BPS) (NY) and Baking and Pastry Arts (BPS) (NY).

Updated information for the Bachelor of Professional Studies (BPS) Program—Applied Food Studies Major.

Academic Rules, Regulations, and Information

Professionalism, Uniform, and Hygiene

Updated the Student Dress Code.

Academic Honesty

Updated the Violations information in the Academic Honesty section.

Graduation

Updated the Commencement Ceremony Participation information.

Admissions

Associate and Bachelor's Degree Programs—U.S. Campuses

Updated the essay questions and recommendation portions of the Application Procedure.

Policies

Added information about the Computer and Network Usage Policy and where the full policy can be found.

Faculty and Staff

Updated the staff, administration, and faculty information.

CIA Institutional Learning Outcomes

Students at The Culinary Institute of America undertake specialized curricula that feature a strong foundation of hallmark learning outcomes unique to the college's mission, and general education learning outcomes common across most colleges and universities. In this way, CIA students develop both professional competencies as well as general education (liberal learning) competencies.

CIA Hallmark Learning Outcomes

The Culinary Institute of America is a distinctive institution by nature of the focused set of programs and the strength of its alumni network. These institutional learning outcomes describe the four hallmarks of a CIA education:

1. **Foundation for a Developed Palate:** CIA students will learn to distinguish a variety of tastes and flavors and the foods, beverages, and preparation methods that create them. Through this process, students will also develop a rich sensory vocabulary.
2. **Understanding of Food Systems:** CIA students will examine local and global food production and delivery systems, including resource allocation, food safety, environmental impacts, and cultural practices. Students will recognize the social responsibility for creating and supporting sustainable food systems.
3. **Leadership:** In all educational settings, as well as in extracurricular activities, CIA students will consistently practice high standards of professionalism, organization, collaboration, and resilience. These standards, along with respect for diversity and strong ethical and discipline-specific skills, provide the foundation for students to develop into leaders in their chosen area of the food world.
4. **Technical Proficiency and Creative Excellence:** CIA students will develop a strong foundation of technique that requires repetition, persistence, and discipline. Upon this foundation, students will simultaneously gain the tools needed to cultivate creativity and innovation.

CIA General Education Learning Outcomes

In keeping with best practices in higher education, foundational liberal learning is infused throughout classes in all departments and programs. While not every general education learning outcome may be a central focus in every class, every CIA class addresses at least one or more of these outcomes.

- **Oral Communication and Teamwork:** Communications must be clear and well-organized with regard to subject, purpose, and audience. Students will demonstrate the skills required to work collaboratively and professionally in a team, including their ability to engage in effective communications and manage relationship challenges.
- **Written Communication:** Students will demonstrate the ability to produce writing that is well-organized, coherent, and readily understandable.
- **Quantitative Reasoning:** Students will demonstrate competence and ease in working with numerical data and in interpreting numerical information.
- **Technological Competency:** Students will demonstrate the ability to use technology to promote learning and support task completion.
- **Critical Thinking and Reading:** Students will be able to formulate arguments, opinions, or solutions based on objectively analyzed evidence and understanding of contextual issues. Students will be able to read

critically: that is, analyze and interpret stated and implied meaning and draw conclusions from evidence, and to interpret meaning in context.

- **Evidence-Based Reasoning:** Students will demonstrate understanding of how evidence can be used to advance knowledge and inform scientific research, analyze ethical issues that are inherent in research and practice, and apply previously acquired knowledge to make effective decisions.
- **Information Literacy:** Students will be able to find relevant information, evaluate its usefulness and reliability, and utilize it in an effective and ethical manner.

Credit Hours

The credit hour is the primary unit of measurement that indicates a student's progress toward degree completion.

The United States Department of Education defines credit hour as follows:

An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work for approximately 15 weeks for one semester or trimester of credit, or 10–12 weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or,
2. At least an equivalent amount of work as required in item #1 of this definition for other academic activities as established by the institution, including laboratory work, internships, practice, studio work, and other academic work leading to the award of credit hours.

Degree and Certificate Programs

The degree and certificate program curricula at The Culinary Institute of America are composed of courses offering comprehensive instruction in cooking, baking, beverage studies, culinary science, hospitality, business management, liberal arts, and general education. The CIA does not provide English as a Second Language instruction.

After graduating from these programs, students will have acquired a top-notch education, enabling them to meet the needs of the foodservice and hospitality industry for well-educated, highly qualified professionals.

In accordance with higher education standards, student progress for degree and certificate completion is measured against the advertised program length. Typically, institutions measure the number of students who complete their degree or certificate within one and a half times the program length.

The advertised length of each program is as follows:

132-credit bachelor's degree programs—34 months of instruction

123-credit bachelor's degree program—34 months of instruction

120-credit bachelor's degree program—30 months of instruction

69-credit associate degree programs—19 months of instruction

30-credit Food Business master's degree program—78 weeks (20 months) of instruction

30-credit Wine Management master's degree program—30 weeks (8 months) of instruction

30-credit certificate programs—30 weeks (8 months) of instruction

For information about CIA student completion rates, please see the Consumer Information page of our website.

Please note: Current students should follow the course curricula as described in the catalog covering the academic year of their entry date to the CIA. Any curriculum changes listed in subsequent catalogs may not apply to their matriculation. For students returning to the CIA to complete their degree or certificate, individual course requirements

will be determined upon readmission. Questions about the course curriculum should be addressed to the associate dean or academic dean in the student's program (NY), director of education (CA), director of education (TX), or managing director (SG).

HEGIS Codes

The Higher Education General Information Survey (HEGIS) code for the bachelor's and master's degree programs is 0508 and for the associate degree programs is 5404.

Legend of Course Number Prefixes

ACBP	Advanced Concepts in Baking and Pastry	FRSH	Professionalism and Life Skills
ADVC	Advanced Culinary	HIST	History
ADVP	Advanced Pastry	HMHC	Hospitality Management Core
ADWN	Wines and Beverages	HMFB	Hospitality, Food and Beverage Management
APFS	Applied Food Studies	HOSP	Hospitality
ARTS	Liberal Arts	HSBV	Hospitality and Beverage Management
BAKE	Baking	ITAL	Italian
BPSE	Free Electives	LART	Liberal Arts Electives
BUSM	Business Management	LITC	Literature and Composition
CULA	Culinary Arts	MATH	Math
CULP	Culinary Production	MFBS	Food Business
CULS	Culinary Skills	MGMT	Management
CUSC	Culinary Science	MTSC	Math and Science
EXTN	Externship	SOCS	Social Sciences
FREN	French	SPAN	Spanish

ProChef Certification

Students who meet specific grade requirements will automatically receive a CIA ProChef Certification Level I credential upon graduation from the CIA. This additional industry-recognized verification of their skills represents the first step in their journey of lifelong learning in the food world.

Launched in 2003, the CIA ProChef Certification program validates, at three levels, the culinary and management competencies of professional chefs in the industry. It is the only certification program in which chefs and bakers/pastry chefs take a multi-day practical and written exam to verify specific competencies within their fields. The culinary credential validates proficiencies such as knife skills; stock, soup, and sauce making; and the basic applications of heat to a variety of main items and side dishes. The baking and pastry credential confirms aptitude with a variety of mixing methods, baking styles, and decorating and finishing skills.

As the many facets of foodservice have grown and evolved to require more measurable skills, certification programs have become more important to chefs as a means to differentiate themselves and demonstrate their skillsets. Since its inception, the CIA's certification program has been adopted as a professional development standard by companies and organizations such as Aramark, Rich Products Corporation, Chinese Culture University, and Shangri-La Hotels and Resorts. It is recognized in the U.S., Jamaica, Brazil, China, and Hong Kong, as well as many other countries.

ProChef Level I Certification for CIA Graduates

Beginning September 8, 2018, students who complete the following classes with a grade of C or better will automatically be awarded ProChef Level I certification upon graduation from the CIA:

- Food Safety
- Nutrition
- Mathematical Foundations
- Culinary Fundamentals

Culinary students must also pass both Culinary Practical I and Culinary Practical II.

(San Antonio students must get a grade of C or better in Intro to Food Science in lieu of Food Safety and Nutrition.)

ProChef Baking Level I Certification for CIA Graduates

Beginning September 8, 2018, students who complete the following classes with a grade of C or better will automatically be awarded ProChef Baking Level I certification upon graduation from the CIA:

- Food Safety
- Mathematical Foundations
- Baking and Pastry Techniques
- Baking Ingredients and Equipment Technology

Baking and Pastry students must also pass both Baking and Pastry Practical I and Baking and Pastry Practical II.

(San Antonio students must get a grade of C or better in Intro to Food Science in lieu of Food Safety.)

Awarding of Certification

Students who would like a paper ProChef Level I certificate must request one from the Continuing Education Registration Office. A fee of \$25 (\$50 USD for Singapore students) will be assessed for each certificate.

Please note that it can take up to 60 days from the time the last grade is entered before the certification is awarded.