

Norfolk
VIRGINIA

**JOHNSON & WALES
UNIVERSITY**

Catalog
2005–2006



Johnson & Wales University

Norfolk Catalog

2005–2006

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This Catalog is an official publication of Johnson & Wales University. As such, it is subject to revision at any time. The University reserves the right to add, withdraw or revise any course, program of study, provision or requirement described within the Catalog as may be deemed necessary.

Occasionally, program requirements will vary by the printing date of the catalog. Requirements stated in the edition printed closest to the September enrollment date will take precedence.

Students should read and fully understand the rules, regulations and policies described in this Catalog. Additionally, all enrolled students are expected to be familiar with the contents of the Student Handbook.

The Handbook contains important information concerning the academic performance and personal conduct of students as well as University grievance procedures. It also outlines the conditions under which students may be placed on probation or suspension from the University. Student Handbooks are distributed during registration activities. Additional copies are available from the Registrar's Office.

2005–2006 Academic Calendar

FALL TERM

Sept. 5	Arrive at internship
Sept. 6	All FSM program classes begin
Sept. 9	Friday classes: academics
Oct. 10	Columbus Day — no classes for all students
Oct. 14	Friday classes: academics
Nov. 16–17	Final exams
Nov. 17	Last day of classes
Nov. 17	Depart internship

WINTER TERM

Nov. 28	Arrive at internship
Nov. 29	FSM classes begin
Dec. 2	Friday classes: academics
Dec. 15	Last day of classes before winter break
Jan. 3	FSM classes resume
Jan. 6	Friday classes: academics
Jan. 16	Martin Luther King Jr. Day — no classes (all students)
Jan. 20	Friday classes: academics
Feb. 8	Career Day
Feb. 22–23	Final exams
Feb. 23	Last day of classes
Feb. 23	Depart internship

SPRING TERM

March 6	Arrive at internship
March 7	FSM classes begin
March 10	Friday classes: academics
May 12	Friday classes: academics
May 16–17	Final exams
May 17	Last day of classes
May 17	Depart internship
May 18	Commencement

NOTE: This unofficial University calendar is offered for planning purposes only and is subject to change.

Programs of Study

College of Culinary Arts

Associate Degree

Culinary Arts⁶

Bachelor's Degree

Baking & Pastry Arts^{1,5,6}

Culinary Arts^{1,2,5,6}

Culinary Nutrition^{1,5,6}

Food Marketing^{1,6}

Food Service Entrepreneurship^{1,6}

Food Service Management^{1,2,3,4,6}

¹ Offered at the Providence, R.I. campus

² Offered at the North Miami, Fla. campus

³ Offered at the Denver, Colo. campus

⁴ Offered at the Charlotte, N.C. campus

⁵ Students may apply for entrance into these programs by submitting an application to the Program Director during their sophomore year.

⁶ Program has technical standards. Students with disabilities or special needs should contact the Learning Center.

IMPORTANT NOTE: Certain programs of study at Johnson & Wales University, including programs in the College of Culinary Arts and The Hospitality College, include technical standards in the academic requirements essential to the program. Students with disabilities or special needs should contact the Learning Center for information about and descriptions of the applicable technical standards.

Campus Closure Information

During the 2005–06 academic year the Norfolk Campus will be offering all senior level courses necessary for currently enrolled students to graduate, unless a student has been otherwise notified.

Every student who enrolls in fall 2005 must enroll as a full-time student and must remain continuously enrolled in order to graduate. The registrar's office will ensure that each student is scheduled for every class needed to complete that student's program. If a student fails to successfully complete a course, every effort will be made to reschedule the student for that class - but the repeated course will have to be completed as an overload (in addition to a full schedule of classes) and may have to be completed in a different division (either day or weekend/evening classes).

If a class cannot be rescheduled, or if a student cannot take the class when it is available, that student will be unable to complete the culinary arts program at Norfolk. The student will have the opportunity to attend one of the other University campuses to complete his/her program.

The University has a very strict attendance policy - especially in culinary laboratory courses. There will be no changes to the attendance policy as a result of the campus relocation.

Accreditations & Affiliations

Johnson & Wales University is accredited by the New England Association of Schools and Colleges, Inc. (NEAS&C), through its Commission on Institutions of Higher Education. Inquiries regarding the accreditation status by the New England Association should be directed to the University's administrative staff.

Individuals may also contact: Commission on Institutions of Higher Education, New England Association of Schools and Colleges, 209 Burlington Road, Bedford, MA 01730-1433, (617) 271-0022, e-mail: cihe@neasc.org.

The Culinary Nutrition program is accredited by the Commission on Accreditation for Dietetics Education (CADE) of the American Dietetic Association, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, (312) 899-0040, ext. 5400.

Legal control is vested in the Board of Trustees.

The State Council of Higher Education in Virginia has approved Johnson & Wales University to offer an Associate in Applied Science degree and a Certificate in Culinary Arts at its location in Norfolk, Va. In addition, the State Council of Higher Education in Virginia granted conditional approval for Johnson & Wales University to offer a bachelor's degree in Food Service Management.

The University is approved for the training of veterans. The University is an institutional member of Servicemembers Opportunity Colleges.

The University is authorized under federal law to enroll non-immigrant alien students.

Johnson & Wales University is listed in the Education Directory of Colleges & Universities issued by the U.S. Department of Education.

The State of Rhode Island has chartered Johnson & Wales University as a nonprofit, degree-granting institution of higher learning.

Johnson & Wales University, its faculty, and members of the administrative staff hold affiliations with numerous organizations, including:

General University Affiliations

Academy of International Business
Academy of Management
American Association for Higher Education
American Association of Collegiate Registrars and Admissions Officers
American Association of Presidents of Independent Colleges and Universities
American Association of University Women
American Bar Association
American Booksellers Association
American Civil Liberties Union
American College Personnel Association
American Corporate Counsel Association
American Council on Education
American Counseling Association
American Culinary Federation
American Dietetic Association
American Educational Finance Association
American Educational Research Association
American Hotel & Lodging Association
American Hotel & Lodging Education Foundation
American Institute of Certified Public Accountants
American Institute of Wine and Food
American Library Association
American Management Association
American Marketing Association
American Payroll Association
American Planning Association
American Society for Training and Development
American Statistical Association
Associated Press
Association for the Advancement of Computing in Education
Association for Career and Technical Education (ACTE)
Association for Institutional Research
Association for Multicultural Counseling and Development
Association for Student Judicial Affairs
Association for Supervision & Curriculum Development
Association of College & Research Libraries
Association of College & University Facility Officers
Association of College & University Telecommunications Administrators
Association of Governing Boards of Universities and Colleges
Better Business Bureau
Boy Scouts of America
Bristol County Convention and Visitors Bureau
Business Network International
Business Professionals of America
Business Volunteers for the Arts
Campus Compact
Career College Association
Career Counselors Consortium
Choristers Guild
Coalition of Library Advocates

The College Board
 College & University Personnel Association
 Confrerie de la Chaine des Rotisseurs
 Consortium of Rhode Island Academic
 & Research Libraries
 Cooperative Education Association
 Council for the Advancement and Support
 of Education (CASE)
 Crossroads Rhode Island
 Dorcas Place
 East Bay Chamber of Commerce
 East Bay Tourism Council
 Eastern Association of Colleges and Employers Inc.
 The Education Partnership
 Educause
 Employment Management Association
 European Council of Hotel Restaurant
 & Institutional Education
 European Council of Independent Schools
 Fall River Chamber of Commerce
 Family, Career and Community Leaders of America
 Future Business Leaders of America
 Future Farmers of America
 Greater Attleboro Chamber of Commerce
 Greater Providence Chamber of Commerce
 Higher Education Library Information Network
 The Honorable Order of the Golden Toque
 Institute for International Human Resources
 Institute of International Education
 Institute of Management Accountants
 Interfaith Counseling Center
 Interfaith Health Care Ministries
 International Association of Assembly Managers
 International Association of Business Communicators
 International Association of Culinary Professionals
 International Association of Hotel School Directors
 International Career Counselors
 International Council on Hotel, Restaurant and
 Institutional Education
 International Food Service Editorial Council
 International Food Service Executives Association
 International Hotel & Restaurant Association
 International Special Events Society
 James Beard Foundation
 Junior Achievement
 Kiwanis
 Landmark Restaurants Advisory Board
 Leadership Rhode Island
 Malaysian American Commission on
 Education Exchange
 Marriott Hospitality High School Education Committee
 Modern Language Association
 MultiCultural Foodservice & Hospitality Alliance
 National Advisory Committee on Institutional Quality and
 Integrity for the U.S. Department of Education
 National Alliance for Business
 National Association for Counseling and Development
 National Association for Developmental Education
 National Association of
 College & University Attorneys
 National Association of
 College & University Business Officers
 National Association of
 College Admissions Counselors
 National Association of College Stores
 National Association of Colleges & Employers
 National Association of Educational Buyers
 National Association of Female Executives
 National Association of Foreign Student Advisors
 National Association of
 Independent Colleges and Universities
 National Association of Social Workers
 National Association of
 Student Financial Aid Administrators
 National Association of
 Student Personnel Administrators
 National Business Educators Association
 National Clearinghouse for Leadership Programs
 National Commission for Cooperative Education
 National DECA Inc.
 National Education Association
 National Restaurant Association
 National Society for Experiential Education
 National Society of Fundraising Executives
 National Staff Development Council
 New England Association for Cooperative Education
 and Field Experience
 New England Association of
 College Admissions Counselors
 New England Association of
 Collegiate Registrars and Admissions Officers
 New England Board of Higher Education
 New England Business Educators Association
 New England Faculty Development Consortium
 New England Innkeepers' Association
 New England Legal Foundation
 New England Library Association
 New England Library Network
 New England Museum Association (NEMA)
 New England Regional Council of
 Hotel, Restaurant, Institutional Educators
 The Noble Academy of
 Empress St. Theodora, Inc., U.S.A.
 Northeast Association for Institutional Research
 Phi Delta Kappa
 The Providence Foundation
 Providence Public Library
 Providence Warwick Convention and Visitors Bureau
 Public Relations Society of America
 Publicity Club of New England
 Radcliffe Culinary Friends
 Rhode Island Association of
 Admissions Officers (RIAAO)
 Rhode Island Association of Institutional Researchers
 Rhode Island Association of
 Student Financial Aid Administrators
 Rhode Island Association of Colleges for
 Teacher Education
 Rhode Island Bar Association
 Rhode Island Business Educators Association
 Rhode Island Campus Compact
 Rhode Island Community Food Bank
 Rhode Island Counseling Association
 Rhode Island Department of Education

Rhode Island Higher Education
 Telecommunication Association
 Rhode Island Historical Society
 Rhode Island Hospitality and Tourism Association
 Rhode Island Independent
 Higher Education Association
 Rhode Island Library Association
 Rhode Island Payroll Association
 Rhode Island Registrars Association
 Rhode Island Society of Certified Public
 Accountants
 Rhode Island Technology Council
 Rhode Island Telecommunications Association
 Rhode Island Public Expenditure Council
 Rotary Club of Providence
 Salvation Army
 Save the Bay
 Skills-USA
 Society for College and University Planning
 Society for Human Resource Management (SHRM)
 Society Organized Against Racism
 Studiorum Universitatis Constantiniana
 (The Constantinian University)
 United Way of Rhode Island
 University Continuing Education Association (UCEA)
 Volunteer Center of Rhode Island
 WaterFire Providence Board of Directors
 Weybosset Street Community Centers
 World Association for Hospitality & Tourism Training
 World Future Society
 Young Men's Christian Association

Norfolk Campus Affiliations

Chesapeake Bay Wine Classic
 Foodbank of Southeastern Virginia
 Greater Norfolk Corporation
 International Food Service Executives Association
 Kids Cafe Advisory Committee
 Learning Disabilities Association
 National Association for Campus Activities
 National Council of Teachers of English
 Norfolk Hotel/Motel Association
 Potomac and Chesapeake Association for
 College Admission Counseling
 Produce Marketing Association
 Research Chefs Association
 SKAL Club (Tidewater Chapter)
 Southeastern Association of Colleges
 and Employers
 Tidewater Chefs Association
 Virginia Association of Collegiate Registrars
 and Admissions Officers
 Virginia Association of
 Student Financial Aid Administrators
 Virginia Beach City Public Schools
 Education Foundation
 Virginia Beach Restaurant Association
 Virginia Hospitality and Travel Association
 Virginia Library Association
 Virginia Restaurant Association
 Williamsburg Hotel and Motel Association
 Women Chefs and Restaurateurs
 Women's Food Service Forum

Education for Careers

THE MISSION STATEMENT OF THE UNIVERSITY

The mission of Johnson & Wales University is to empower its diverse student body to succeed in today's dynamic world by integrating general education, professional skills, and career-focused education. To this end, the University employs its faculty, services, curricula, and facilities to equip students with the conceptual and practical tools required to become contributing members of society and to achieve success in employment fields with high growth potential.

PURPOSES OF THE UNIVERSITY

Johnson & Wales University supports the following purposes in accordance with the mission:

- to monitor the external and internal environment of the University through regular and effective planning and assessment;
- to develop and assess sound programs and curricula that allow students to attain proficiencies in general education and professional disciplines;
- to evaluate and assess regularly the rigor of all academic programs;
- to recruit and admit students with potential from varied backgrounds and to give them every opportunity to excel in their academic and professional lives;
- to provide an experiential education approach throughout the curriculum, by integrating practicums, internships, externships, co-op opportunities, international experiences, directed work projects and community service activities;
- to assure that curricula, activities, and services reflect the cultural diversity of the institution;
- to plan for and provide facilities and resources that meet the needs of students, faculty, and staff;
- to manage all departments effectively, efficiently, and professionally;

- to hold each academic, administrative and support department individually and collectively accountable for the achievement of the mission;
- to provide students with educational and experiential opportunities to contribute to the community through service learning.

CORE VALUES

Johnson & Wales University is: Market Driven

We are market driven, focusing both on the needs of our students and the needs of our students' future employers.

Experientially Based

We integrate hands-on learning with a career-focused curriculum, to enable our students to gain real-world experience.

Employment Focused

Our business is developing employment-ready, motivated graduates for world-class employers in all industries.

Student Centered

We are strongly student centered, stressing personal development as well as career management skills.

Globally Oriented

We respond to the increasingly global nature of business by fostering multiculturalism and providing an international educational experience.

OUTCOMES ASSESSMENT STATEMENT OF PURPOSE

The definition of a well-educated college graduate will continue to evolve throughout this new millennium. In accordance with our mission to empower students to succeed in today's dynamic world and to become contributing members of society, Johnson & Wales University integrates general education, professional skills and career-focused education.

The University is committed to its Outcomes Assessment initiative which employs authentic assessment to evaluate programs and curriculum. All faculty and students are therefore part of an ongoing study to determine and refine the effectiveness of instruction and learning.

A PHILOSOPHY OF CAREER EDUCATION

Johnson & Wales University is a private, coeducational institution that offers students an opportunity to pursue practical career education in business, food service, hospitality or technology.

A variety of two-year associate degree programs permit students to select the educational path best suited to their career interests and objectives.

Graduate programs leading to the degrees of Master of Arts, Master of Business Administration, and Doctor of Education are also offered at Johnson & Wales' Providence, R.I. campus. For details on these programs, please request the graduate and doctoral catalogs.

The educational philosophy of Johnson & Wales University is to learn by doing. Every attempt is made to provide our students with relevant learning experiences and exposure to all facets of a food service operation.

The goal of all academic programs at the University is to prepare students to enter the business world with a solid foundation in their chosen career.

The Norfolk Campus offers a career-oriented two-year associate degree program in Culinary Arts, as well as a one-year certificate program in the same field.

EDUCATION FOR LIFE

Today's employers want employees who will be successful in tomorrow's economy. These people will not only possess important specialized job skills, but will also be able to think critically, manage ethically, communicate

clearly, and contribute to the community. To meet these needs, Johnson & Wales integrates vital general studies with intensive career education. Students also learn to contribute to their community through community service so that they are prepared to be effective employees and responsible citizens.

THE JOHNSON & WALES DIFFERENCE

Our differences are what set an education at Johnson & Wales University apart. Unique programs and facilities, in addition to flexible program options, allow Johnson & Wales students access to unparalleled career education opportunities.

Flexible, Specialized Programs

Johnson & Wales has designed options into its educational programs so that students can choose the right path to their future. After completing an associate degree program, students may pursue a bachelor's degree at another J&W campus. With this "two-plus-two" option, students can earn two degrees at two campuses in four years.

FOOD SERVICE: Culinary Arts and Baking & Pastry Arts — these are some of the programs for which Johnson & Wales University has become famous. The largest food service educator of its kind in the world, Johnson & Wales offers some or all of these programs at campuses in Charleston, S.C.; North Miami, Fla.; Denver, Colo.; Providence, R.I.; and Charlotte, N.C., in addition to Norfolk.

Once a student chooses a program, there are still more options. Hands-on training facilities at the University's Providence Campus provide the opportunity for practical training. Students who maintain a 2.75 GPA may apply for cooperative education positions with prestigious participating employers nationwide. Students who maintain a 3.25 GPA may apply for International Cooperative Education.

Students who want to accelerate their studies can apply for the Advanced Standing or the Advanced Culinary Arts (ACAP) programs prior to enrolling. (See Pages 11 and 20.)

Three-Term Schedule

Johnson & Wales University's academic calendar is divided into terms. Three 11-week sessions in an academic year enable students to take three or four classes at a time, instead of the usual four or five. The reduced course load gives students the opportunity to earn better grades.

Upside-Down Curriculum

In Johnson & Wales' Two-Plus-Two programs, students begin courses in their major from the first day, learning right away if their career choice is the right one for them.

Two Degrees in Four Years

The upside-down curriculum at Johnson & Wales University enables students to earn two degrees at two campuses in four years. At the end of two years of study, students earn an associate degree and the opportunity to go on to earn a bachelor's degree in two more years at the Charlotte, N.C.; North Miami, Fla.; Denver, Colo. or Providence, R.I., campuses.

Four-Day Week

Students appreciate the four-day school week. Classes generally meet Monday through Thursday, except on Monday holidays or final exams. This gives students a longer weekend for personal and academic pursuits, co-curricular activities or a part-time job to help pay for college expenses.

Learning by Doing

"Learning by doing" is an important part of education at Johnson & Wales University. Many programs provide students with valuable experiential education — both in the classroom and on the job.

Practicums including internships, externships and career co-ops, as well as computer and culinary arts laboratories all place students within a practical situation to further develop their career knowledge and skills.

Johnson & Wales utilizes over 20 different practicum training facilities at its Providence Campus, including restaurants, hotels and banquet facilities. Students from the Norfolk campus spend one term serving the public

through Internship. Qualified students may compete for Selective Career Co-op assignments at University-approved sites across the country and around the world, or may learn at local externship sites.

HANDS-ON LEARNING

CULINARY ARTS INTERNSHIP

During their sophomore year as Culinary Arts majors, students will be scheduled for a term-long assignment at the University's food service training facilities in Providence, including the Radisson Airport Hotel and the J&W Inn and Conference Center.

Students enrolled in the Weekend/Evening program will complete an externship assignment in place of internship.

WEEKEND/EVENING PROGRAM

The University offers an associate degree program in Culinary Arts which is completed on a weekend and evening schedule. The program is designed for those who want the opportunity to earn a degree in Culinary Arts while working in the food service industry, including military food service personnel. The program is also designed for those individuals seeking a career change.

The Weekend/Evening program allows for access to the full range of student services, everything from financial planning, student activities and academic counseling to career development. Please be advised, however, that due to the timing of the program, these services are available on a limited schedule.

The Weekend/Evening externship will replace the internship offered in the day school program. All other course offerings are identical.

Classes are held two nights per week from 5:30–9:30 p.m. and Saturdays from 7:00 a.m.–6:30 p.m.

Externship

Weekend/Evening students will spend one term at an approved facility gaining valuable

hands-on experience in the food service industry. Externship occurs at the culmination of the associate degree program and is designed to provide students with the unique opportunity to utilize skills and techniques learned in Johnson & Wales' kitchens.

Students are responsible for securing their own externships by submitting appropriate paperwork to the Career Services Office for site approval.

Culinary Arts ACAP

The Advanced Culinary Arts Program (ACAP) is designed for weekend/evening students who have accumulated professional industry experience. Acceptance into the program is based on successful completion of the ACAP examination, previous academic records and a letter of recommendation, in addition to written documentation of work experience.

Candidates for ACAP must be applicants to Johnson & Wales who have a minimum of one year of food service work experience. Students who have previously qualified for ACAP include:

- graduates of vocational-technical programs
- veterans of the military service
- college graduates
- transfer students
- other individuals with extensive food service experience

ACAP applicants must have applied for admission to Johnson & Wales University at the time of the examination.

Those students accepted into the Weekend/ Evening ACAP will receive 15 quarter credit hours for externship. Appropriate tuition charges will be applied to the student's account.

If you feel you qualify for this program, please contact the Admissions Office at 1-800-277-2433 or (757) 853-3508 to request an ACAP application and schedule a test date. You must complete the ACAP application process prior to enrolling.

HISTORY OF THE UNIVERSITY

The special approaches to career education at Johnson & Wales University have evolved over more than 90 years' time and continue to adapt as Johnson & Wales responds to the changing needs of business and industry. Johnson & Wales University was founded as a business school in 1914 in Providence, R.I. by Gertrude I. Johnson and Mary T. Wales. From its origins as a school devoted to business education, Johnson & Wales has grown to a junior college, to a senior college, and ultimately to university status.

The University became well established because of its strong commitment to specialized business education and the high ideals of its founders. In 1993, Johnson & Wales received regional accreditation from the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges (NEAS&C). Accredited since 1954 by the Accrediting Council for Independent Colleges and Schools, the University consolidated its institutional accreditation efforts under NEAS&C on June 30, 2000.

In 1963, the State of Rhode Island granted a charter which authorized the University to operate as a nonprofit, degree-granting institution of higher learning and to award associate degrees in the arts and sciences. In 1970, the State of Rhode Island approved a revision in the University's charter to award baccalaureate degrees. In 1980, the Governor and General Assembly of the State of Rhode Island granted a legislative charter to the University, authorizing the awarding of advanced degrees.

The charter was amended in 1988, changing the institution's name to Johnson & Wales University. In 1992, the governor of the State of Rhode Island signed into law a new legislative charter with university status.

A new career emphasis was introduced at J&W in 1973, when the University announced the opening of what is now known as the College of Culinary Arts and the addition of a new associate degree program in that field. This proved to be one of the most far-reaching

changes in the educational expansion of the University, leading to additional two- and four-year degree programs in the hospitality and food service fields.

In 1984, a new J&W campus was established in Charleston, S.C., which now offers a variety of two- and four-year programs in food service, hospitality and travel-tourism. The Norfolk, Va. Campus, opened to the public in 1986, offers one- and two-year food service programs.

In 1985, graduate degree programs were introduced at the University. The Alan Shawn Feinstein Graduate School now offers an M.B.A. degree program in Global Business Leadership with concentrations in Accounting, Financial Management, International Trade, Marketing and Organizational Leadership. It also offers an M.B.A. degree program in Hospitality and Tourism with concentrations in Event Leadership, Finance and Marketing. A Certificate of Advanced Graduate Study (CAGS) is offered in Corporate Security, Hospitality, Human Resources and Finance. The School of Education offers an M.A.T. in Teacher Education leading to business, food service or secondary special education, and a Doctor of Education degree in Educational Leadership.

In 1992, a joint educational agreement allowed the University to begin programs on the campus of the IHM Business School in Göteborg, Sweden. Johnson & Wales established a formal, independent learning site there from 1994–2004, giving business and hospitality students the opportunity to complete one year of study in Sweden and finish their degrees at one of the University's domestic campuses.

Also in 1992, Johnson & Wales opened another campus in North Miami, Fla., which now offers two- and four-year food service, business and hospitality programs.

That year also marked the University's formal establishment of the College of Business, The Hospitality College, the College of Culinary Arts and the School of Technology. A new emphasis on general studies was

introduced in 1992 as well, with the development of the School of Arts & Sciences.

The University's School of Technology also offered courses in Worcester, Mass. from 1992–2002.

In 1993, the University opened a campus in Vail, Colo., which offered an accelerated associate degree program in Culinary Arts to college graduates. That year also marked the beginning of a four-year bachelor's degree offering in Culinary Arts.

In 1995, Johnson & Wales created an International Hotel & Tourism Management program which offers unprecedented opportunities in international hotel management education. Students from around the world may choose from a variety of options both at J&W and abroad.

Technology programs offered by the University include Network Engineering, Computer Graphics and New Media, Computing Technology Services, Engineering Design and Configuration Management, and Technology Services Management.

September 2000 marked the opening of the Denver, Colo. campus, which offers two- and four-year degrees in baking & pastry arts, culinary arts, hospitality, business, criminal justice and teacher education programs, as well as the "Garnish Your Degree" accelerated associate degree program originally offered in Vail. In 2000, the Vail Campus was merged with the Denver Campus.

In 2002, the University made a strategic decision to consolidate its smaller Charleston and Norfolk campuses to build a campus in Charlotte, N.C. The Johnson & Wales Charlotte Campus opened in fall 2004 and offers associate and bachelor's degree programs in business, culinary arts and hospitality. The Charleston and Norfolk campuses officially closed in May 2006.

Each year finds the University growing in program offerings, physical facilities and student enrollment. At the same time, the University also grows in recognition and pres-

tige, making contributions to the community, government and industry.

THE CAMPUS

The Norfolk Campus has expanded significantly since its origin. It is located minutes away from the Norfolk International Airport and is easily accessible by a number of interstate highways.

Campus facilities are centrally located and include state-of-the-art kitchens, mixology and dining room laboratories, academic classrooms, administrative offices, bookstore, student union, library, computer lab, student services offices and more.

On-campus parking is available, and student housing is available on the campus of Old Dominion University. See Page 25 for more information on housing.

NORFOLK, VIRGINIA

Johnson & Wales University's Norfolk Campus is located in the heart of the Hampton Roads area of beautiful coastal Virginia. The region is rich in history and beauty, as well as education. A number of prestigious schools join Johnson & Wales in calling the area home.

The region is brimming with culture, too. Virginia Stage Company and Virginia Opera are both based in Norfolk. The Virginia Beach GTE Amphitheatre attracts the top names in the music industry. Town Point Park hosts Norfolk Festevents which offers more than 200 free outdoor concerts, TGIF parties, dances, movies and festivals each year.

Hampton Roads — America's East Coast Gateway — is the world's largest natural harbor. Earning the distinction as one of the most livable areas in the country, Hampton Roads offers both its residents and Johnson & Wales students a temperate climate, miles of sparkling beaches and an abundance of year-round recreational activities.

ADDITIONAL CAMPUSES

Johnson & Wales University, in an effort to expand its educational outreach, has estab-

lished several campuses. For more information, please consult the catalog for each campus.

PROVIDENCE, RHODE ISLAND

Since its opening in 1914, Johnson & Wales University's original campus in Providence, R.I. has grown from a small business school to a large, international university featuring business, culinary arts, hospitality and technology programs.

For more information about Johnson & Wales University's Providence Campus, please write the Admissions Office, 8 Abbott Park Place, Providence, RI 02903, or call toll free, 1-800-342-5598.

Campus President

Irving Schneider, Ph.D.

Programs offered

College of Business

The following associate in science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Accounting	Accounting
Advertising	Entrepreneurship
Communications	Financial Services
Business Administration	Management
Entrepreneurship	Management
Financial Services	Marketing
Management	Marketing Communications
Management	
Marketing	

The following two associate in science degrees can track into the bachelor of science degree listed to the right, as well as any of the bachelor of science degree programs listed above.

Fashion Merchandising	Retail Marketing
Undeclared Major	& Management
(no A.S. degree)	

The following associate in science degrees have restricted track options for bachelor of science degrees as listed.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Criminal Justice	Criminal Justice
Equine Business Management	Equine Business Management
Equine Studies	Equine Business Management
	Equine Business Management/Riding
Paralegal Studies	Criminal Justice
	Paralegal Studies
BACHELOR'S DEGREE	International Business

CERTIFICATE PROGRAM Paralegal Studies

College of Culinary Arts

The following associate in science degrees can track into any of the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Baking & Pastry Arts Culinary Arts	Baking & Pastry Arts Culinary Arts Culinary Nutrition Food Marketing Food Service Entrepreneurship Food Service Management

The Hospitality College

The following associate in science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Food & Beverage Management Restaurant Management	Food Service Management Hospitality Management International Hotel & Tourism Management
Hotel Management	Hospitality Management Hotel Management International Hotel & Tourism Management
Travel-Tourism Management	Global Tourism Management Hospitality Management International Hotel & Tourism Management
Undeclared Major (no A.S. degree)	Food Service Management Global Tourism Management Hotel Management Sports/Entertainment/Event Management
BACHELOR'S DEGREE	Sports/Entertainment/Event Management

School of Technology

The following associate in science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Computer Graphics & New Media	Computer Graphics & New Media Web Management and Internet Commerce
Computer Programming	Software Engineering
Computerized Drafting	Engineering Design & Configuration Management
Computing Technology Services	Technology Services Management
Robotic Engineering Technology	Electronics Engineering

Web Site Development Computer Graphics & New Media
Web Management and Internet Commerce

BACHELOR'S DEGREES Electronics Engineering
Network Engineering
Web Management and Internet Commerce

CHARLESTON, SOUTH CAROLINA

Known as "The Hospitality University of the South," Johnson & Wales' Charleston, S.C., campus was founded in 1984 and now offers students associate and bachelor's degrees in a variety of food service, hospitality, travel-tourism and sports/entertainment/event areas. The charming city of Charleston boasts a wealth of historic homes and plantations, museums and outstanding restaurants, and South Carolina claims hospitality as its second-largest industry.

NOTE: The Charleston Campus is no longer accepting new students.

Campus President

Mim Runey, M.A.

Programs offered

ASSOCIATE DEGREE

Baking & Pastry Arts

Culinary Arts

Food & Beverage Management

Hotel Management

Restaurant Management

Travel-Tourism Management

NORTH MIAMI, FLORIDA

The North Miami Campus offers two- and four-year culinary arts, hospitality and business programs. This campus is conveniently close to the tourism-rich areas of Fort Lauderdale and Miami, offering a superb setting for a J&W education.

For more information about Johnson & Wales' North Miami Campus, write the Admissions

Office, Johnson & Wales University, 1701 N.E. 127th Street, North Miami, FL 33181, or call 1-866-JWU-FLORIDA (598-3567).

Campus President

Donald G. McGregor, J.D.

Programs offered

College of Business

The following associate in science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Accounting	Accounting
Business Administration	Management
Fashion Merchandising Management	Marketing
Marketing	
Criminal Justice	Criminal Justice

College of Culinary Arts

The following associate in science degrees can track into any of the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Baking & Pastry Arts	Culinary Arts
Culinary Arts	Food Service Management

The Hospitality College

The following associate in science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Food & Beverage Management	Food Service Management
Restaurant Management	Hospitality Management
Hotel Management	Hospitality Management
	Hotel Management
Travel-Tourism Management	Hospitality Management

DENVER, COLORADO

J&W's campus in Denver, Colo. offers two- and four-year culinary arts, teacher education, business and hospitality programs. Denver, named the "second best city in America to work and live" by *Fortune Magazine*, offers an exciting range of cooperative education opportunities in fine restaurants and mountain resorts.

For more information about the Johnson & Wales Denver Campus, write the Admissions

Office, Johnson & Wales University, 7150 Montview Boulevard, Denver, CO 80220, or call 1-877-JWU-DENVER (598-3368).

Campus President

Bette Matkowski

Programs offered

College of Business

The following associate in science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Accounting	Accounting
Advertising	Entrepreneurship
Communications	Financial Services
Business Administration	Management
Entrepreneurship	Management
Fashion Merchandising	Marketing
Marketing	

Criminal Justice Criminal Justice

Undeclared Major (no A.S. degree)	Accounting
	Financial Services
	Management
	Management
	Marketing

BACHELOR'S DEGREE International Business

College of Culinary Arts

The following associate in applied science degrees can track into any of the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Baking & Pastry Arts	Culinary Nutrition
Culinary Arts	Food Service Management
CERTIFICATE PROGRAM	Garnish Your Degree

The Hospitality College

The following associate in science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Food & Beverage Management	Food Service Management
Restaurant Management	
Hotel Management	Hotel Management
BACHELOR'S DEGREE	Sports/Entertainment/ Event Management

School of Education

BACHELOR'S DEGREES	Business/Marketing
	Education
	Family and Consumer
	Studies Education

CHARLOTTE, NORTH CAROLINA

Opening its doors in fall 2004, J&W's newest campus in Charlotte, N.C. offers associate and bachelor's degree programs in business, hospitality and culinary arts. Though Charlotte is the second largest business center in the United States, it maintains a distinctive small town feel. It offers easy access to beaches, mountains, an international airport, and is a hub of athletic and cultural activity.

For more information about the Johnson & Wales Charlotte Campus, write the Office of Admissions, Johnson & Wales University, 801 West Trade Street, Charlotte, NC 28202, or call 1-866-598-2427.

Campus President

Arthur J. Gallagher, M.A.

Programs offered

College of Business

Any of the following associate in science degrees can track into any of the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Accounting	Accounting
Business Administration	Management
Fashion Merchandising Management	Marketing
Marketing	
Undeclared Major (no A.S. degree)	

College of Culinary Arts

The following associate in applied science degrees can track into the bachelor of science degree listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Baking & Pastry Arts	Food Service
Culinary Arts	Management

The Hospitality College

The following associate in applied science degrees can track into the bachelor of science degrees listed to the right.

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Food & Beverage Management	Food Service Management
Restaurant Management	International Hotel & Tourism Management
Hotel Management	Hotel Management
	International Hotel & Tourism Management

BACHELOR'S DEGREE Sports/Entertainment/
Event Management

NOTE: Senior level classes will be offered at this campus beginning in September 2006.

GRADUATE DEGREE PROGRAMS

Johnson & Wales University's Providence Campus also offers graduate degree programs from the Alan Shawn Feinstein Graduate School and the School of Education. Approximately 700 students from 61 countries enroll in J&W graduate programs.

Programs offered

Alan Shawn Feinstein Graduate School

MASTER OF BUSINESS ADMINISTRATION IN GLOBAL BUSINESS LEADERSHIP with concentrations in:

Accounting
Financial Management
International Trade
Marketing
Organizational Leadership

MASTER OF BUSINESS ADMINISTRATION IN HOSPITALITY & TOURISM GLOBAL BUSINESS LEADERSHIP with concentrations in:

Event Leadership
Finance
Marketing

CERTIFICATE OF ADVANCED GRADUATE STUDY (CAGS) in:

Corporate Security
Finance
Hospitality
Human Resources

School of Education

MASTER OF ARTS

Teacher Education (Business, Food Service, Elementary or Secondary Special Education)

DOCTOR OF EDUCATION

Educational Leadership (Elementary-Secondary)
Educational Leadership (Higher Education)

For a catalog and more information, please contact:

Graduate Admissions
Johnson & Wales University
8 Abbott Park Place, Providence, RI 02903
1-800-DIAL-JWU ext. 1015
(401) 598-1015, Fax: (401) 598-1286

Applying for Admission

Johnson & Wales University seeks students who have a true desire for practical career preparation in their chosen field and who have the ability to achieve academic success.

Although academic qualifications are important, students' motivation and interest in succeeding in their chosen careers are given strong consideration. The educational methods of the University are designed to assist students who qualify for admission to succeed in the career programs of their choice. Graduation from high school or equivalent education as certified by state departments of education is required for admission.

Due to the technical standards and requirements essential to certain technical programs at the University, applicants with special needs or physical limitations should inquire of the Learning Center prior to enrolling at the University. For more information about technical standards see Page 53. Copies of the technical standards applicable to various programs are available from the Learning Center.

APPLICATION PROCEDURE

Applications for admission should be completed in full and sent to the admissions office at the campus of your choice: Providence, Florida, Denver or Charlotte. There is no deadline for submitting applications, but you are advised to apply as early as possible before your intended date of enrollment to ensure full consideration.

An official application form is available online at www.jwu.edu. Click on "admissions," then "applying." No application fee is required.

In completing the application form, students must indicate the term in which they wish to enroll. Applications are accepted for the term beginning in September 2005.

A student may apply for honors or general admission by noting so on the application.

If students are applying for a bachelor of science degree program, they are required to indicate on their applications for admission their choice of associate degree major and campus, which, when combined with the four-year program, results in Johnson & Wales students receiving two degrees in four years in two cities.

After completing the application form, students are responsible for requesting that their high school guidance office forward to the University an official copy of the secondary school record for admissions consideration. Specific verification documents must be submitted to the admissions office.

Verification documents include at least one of the following: a letter from an authorized high school administrator, an official high school transcript, a G.E.D. certificate, or a passing score on a test approved by the U.S. Department of Education.

It is the student's responsibility to provide verification of high school completion. Without such verification, the student may not be allowed to register or continue enrollment.

When possible, Johnson & Wales University would appreciate receiving students' high school transcripts at the same time as the application for admission. Transfer students must also submit official transcripts from all colleges attended.

Test Scores

SAT and ACT scores are not required (but are recommended) for admission to Johnson & Wales University. Candidates for the University's honors program must submit SAT or ACT scores for acceptance consideration.

Admissions Decision

The rolling admissions policy of the University makes it possible to notify you of the admissions decision, of your acceptance or of any additional conditions necessary for admission, soon after all of your academic records have been received and reviewed.

Upon receiving notice of acceptance, students living on campus are required to forward to the University a \$300 tuition reservation deposit. Students requesting housing accommodations must submit their housing contract at the same time. This deposit is credited to your initial billing and are nonrefundable.

Transfer Students

Transfer students are eligible to apply for most J&W majors; however, they are not guaranteed credit. Credit is usually granted for courses completed with a grade of "C" or better (with a numeric value of 2.0) at another accredited institution. Grades of "pass" are also acceptable for transfer if credit was awarded (and a grade of "P" has the numeric value of 2.0 or greater). Credits earned in developmental and remedial courses or CEUs are nontransferable. Transfer credit evaluations are based on previous college work as it relates to the student's intended field of study.

As with prospective freshmen, acceptances are made on a rolling basis as an application becomes complete.

Transfer candidates must submit official college transcripts from all colleges previously attended prior to enrolling at Johnson & Wales. Students must verify high school completion as well.

It is the responsibility of those candidates who are currently attending another college to have their updated transcripts sent to J&W as soon as final grades become available or within the first term of enrollment. If official transcripts or other requested materials are not received within that designated time period, tentative transfer credit will be forfeited.

The University reserves the right to substitute courses at the discretion of the department chairs, directors or deans.

Early Admissions

ACCESS (A College Career Experience for Secondary School Students) is an early admissions program that gives high school seniors an opportunity to enroll full time in college courses at Johnson & Wales during their senior year of high school. Students

should apply for admission to ACCESS during their junior year.

ACCESS was designed to help students investigate the variety of college and career options available to them. ACCESS students earn college credits while completing high school graduation requirements.

For more information on ACCESS, please request a brochure from the Admissions Office.

Honors Program

This program offers academically talented students the opportunity to explore challenging and stimulating courses. Eligible applicants must have taken two college prep mathematics courses and one college prep English course, maintained an average of B or better, placed in the top 25 percent of the high school graduating class, submitted SAT scores of a minimum of 500 in English and 500 in math or ACT total composite of 21 in English and 21 in math, and entered J&W in the fall.

Honors students will be enrolled in honors sections of their freshman courses and may choose the honors option (H-option) in other courses.

To receive an honors designation upon graduation, students must successfully complete a number of freshman honors courses in addition to some H-option courses.

At the associate level, students must complete a total of nine honors/H-option courses for a designation. At the bachelor's level, students must complete an additional six honors/H-option courses and submit a senior project for a designation.

Students enrolled in the Honors Program often receive preference for on-campus interviews, tutorial positions, resident assistant positions, and early graduation through accelerated coursework.

Conditional Acceptance Policy

The University provides special student status to students who are unable to provide official documentation that they meet our

admissions standards. Students with "special student status" are permitted to enroll in the program and earn credits which will not be applicable toward a degree until official records are received. Furthermore, students conditionally accepted will not be officially granted financial aid until the student's application for admission has been accepted. Students who have been conditionally accepted will not be permitted to continue beyond the first term of enrollment until all necessary official documentation has been provided.

FACTS FOR MILITARY

Johnson & Wales University is approved for the training of veterans in accordance with the rules and regulations administered by the U.S. Veteran's Administration.

Eligible veterans should contact the Department of Veterans Affairs. The regional telephone number for those living in the state of Virginia is 1-800-827-1000. Those living elsewhere in the U.S. should look in the Government Listings section of the Bell Atlantic White Pages to obtain the telephone number for their state's Department of Veterans Affairs office.

STANDARDIZED TESTING AFTER ADMISSION

PLACEMENT TESTS (NON-CREDIT, NO FEES):

These tests are administered for placement purposes only to all new students, including transfer students, upon entrance. In situations where two or more levels of a subject are required for graduation, the student's academic career in this subject begins at the level determined by the placement test. This is particularly true when a student has previous academic experience in a subject. Placement tests are currently administered to determine math placement. For a student placing out of all required levels of a subject, departmental policy and recommendation will determine if a Departmental Challenge Examination is in order for credit.

PRIOR LEARNING ASSESSMENT

PORTFOLIO ASSESSMENT: Students may earn credits for the knowledge or skills they have mastered outside the classroom through volunteer work, employment, travel programs, organizations or other comparable sources.

To apply for a Portfolio Assessment, students must meet the University's residency requirements and complete the Portfolio Development non-credit seminar. This seminar will meet for three two-hour sessions. Students must discuss this option with an Academic Counselor before they are eligible to enroll.

The seminar assists students with the development of a portfolio that describes and documents how the learning took place. The completed portfolio is submitted to the appropriate department designee for review. The assessor will review the portfolio and either validate the student's learning by awarding college credits, request additional information, or deny the request for credits. Portfolios will not be returned to the students; they become property of the University.

Once the seminar is completed, eligible students, in consultation with an Academic Counselor, may submit additional portfolios. Refer to the Prior Learning Assessment Brochure, available at Student Academic Services, for more information on required fees.

CLEP EXAMINATION (FOR-CREDIT, WITH FEES):

The College-Level Examination Program of the College Board tests are widely accepted national examinations in various subjects. The American Council on Education's recommended score is required to earn credit. J&W subject equivalencies are determined by each department for each exam. These exams are treated as transfer credit for entering freshmen and juniors transferring to J&W, or from one J&W college or school to another. J&W's Norfolk Campus is not a national CLEP examination site. Students must take and pass these exams during their freshman and junior years only. Consult the CLEP application for required fees.

DEPARTMENTAL CHALLENGE EXAMINATIONS

(CREDIT BY EXAMINATION: FOR-CREDIT, WITH FEES):

Departmental exams may be taken for specifically designated courses within a department. Because of previous academic and/or work experience, all matriculating students may request such an exam when they feel they have completed the requirements of a specific J&W course. Some testing options require specific criteria in order to take tests. Refer to the Prior Learning Assessment Brochure, available at Student Academic Services, for criteria. Students may apply for Challenge Exams during their freshman or junior years only (\$25 non-refundable administration and processing fee; \$16/quarter credit hour).

For annual examination schedules with examination dates and application deadlines, refer to the University's Prior Learning Assessment Brochure. This brochure may be obtained from Student Academic Services or the Learning Center.

In all cases, the academic department determines policy as it relates to the testing options for each course in the department. Several options may be available to students, and it is recommended that students seek the advice of a counselor.

Policies for Portfolio Assessment, Challenge and CLEP Examinations:

1. Portfolio Assessment and Challenge Examinations cannot be repeated if failed and may not be substituted for a class previously taken.
2. Students may apply for Portfolio Assessment, Challenge and/or CLEP examinations during their freshman and junior years only.
3. Portfolio Assessment, Challenge or CLEP Examinations may not be substituted for a class previously taken or a class in which the student is presently registered.
4. The standardized examinations or portfolios mentioned above must fall within the residency requirement for each degree.
5. Seminar, application and processing fees are nonrefundable.

6. The University recognizes up to a maximum of 45 quarter credits earned through Prior Learning Assessment.
7. Students must present a valid picture ID when testing.

After being determined eligible to test or enroll in a seminar, students will be notified by mail of the time and location of their test or seminar. The Prior Learning Assessment Brochure listing course options may be obtained from Student Academic Services or the Learning Center. For additional policies/information for Portfolio, Challenge and CLEP options, refer to the brochure.

Culinary Advanced Standing

Prospective students who possess advanced knowledge and skills in these food-related areas may apply for the Culinary Arts Advanced Standing Examination. The results of the examination are considered in addition to academic records and a letter of recommendation from a food-related employer and/or teacher.

It is generally recommended that applicants have completed advanced food service curriculum or have a minimum of two years of extensive food service work experience.

Students who are selected for this accelerated program are required to complete a 10-week summer program. Upon successful completion of the summer program, students attain sophomore standing in the fall.

Students must be accepted for admission to Johnson & Wales University prior to applying for Advanced Standing. Contact the Admissions Office for further information.

FAST & Credit for College Programs

Johnson & Wales University offers students an opportunity to earn credits toward a Johnson & Wales degree while they are still in high school through approved articulation agreements between Johnson & Wales University and the student's high school. Culinary Arts students enrolled in approved tech-prep programs who meet academic requirements may be eligible to earn up to 15 quarter credits toward their Culinary Arts

associate degree through our Freshman Advanced Study Track (FAST). Students enrolled in approved hospitality, business and technology programs who meet the academic requirements may also be eligible to earn transfer credits through our Credit for College Program.

For more information about the Freshman Advanced Studies Track, articulation agreements or Credit for College programs, contact the Admissions Office.

INTERNATIONAL STUDENTS

International Admissions Requirements

Listed below are the requirements for applying for undergraduate admission to Johnson & Wales University. In order to expedite the admission process, students must enclose ORIGINAL or CERTIFIED copies of the following documents (with English translations) when submitting an application. Please note that photocopies without certification or notarization, or fax copies, are not valid.

1. An accurate, complete and legible International Application form that has been signed and dated by the applicant. Please list all schools attended, even if you do not wish to have transfer credits reviewed.*
2. Certified bank statement or government sponsorship letter verifying financial support for one academic year.
3. The results of the Test of English as a Foreign Language (TOEFL) with a minimum score of 550 on the written TOEFL examination, proof of a minimum score of 210 on the computerized TOEFL examination, or other acceptable proof of English proficiency.
4. Official documentation of higher secondary (high school) graduation, e.g. diploma or examination results certificate.
5. Complete transcripts, marksheets, diplomas or certificates from previous study, along with course descriptions or syllabi (for transfer credit).

** If important information cannot be read by the International Admissions staff, the admission process is delayed and, as a result, so is the acceptance/ Form I-20 process.*

All documents must be sent to:
Johnson & Wales University
2428 Alameda Ave., Suite 316
Norfolk, VA 23513 USA
Telephone: (757) 853-3508
Fax: (757) 857-4869

International Transfer Credit

Johnson & Wales University employs a full-time International Credentials Evaluator to evaluate secondary school credentials, as well as any college or university credits for which students may wish to gain academic credit. Generally a grade point average equivalent to a U.S. "C", or 2.00, is required for admission to Johnson & Wales University. International students must also receive a grade of "C" or better in each individual course completed at their previous schools in order to be considered for transfer credit. The International Credentials Evaluator will be able to determine grade equivalencies based on each country's educational system and the school of origin.

Students who wish to transfer to Johnson & Wales must submit official, translated marksheets, grades or transcripts from all post-secondary schools attended. Whenever possible, course descriptions and course syllabi should also be provided. Official transcripts or examination results certifying completion of upper secondary education must also be submitted with official English translations.

Transfer credit is determined through an individual course-by-course evaluation of each transcript submitted; transfer credit is not based on total years of study. Credit is awarded for courses of similar level, content, and duration to Johnson & Wales courses, which can be applied to a Johnson & Wales degree. If a course cannot be applied to the chosen Johnson & Wales degree, transfer credit is not awarded, regardless of a student's total years of previous study.

Transfer credit is awarded on previous post-secondary academic work only. However, once students have entered Johnson & Wales, they may apply for prior learning assessment

credit or, for students who have proficiency in a subject area and are not eligible for transfer credit, there are challenge and CLEP examination options.

The University reserves the right to substitute courses at the discretion of the department chairs, directors or deans.

International Baccalaureate

Johnson & Wales University recognizes International Baccalaureate credentials and awards credits and other special program status on an individual basis to students who have achieved a grade of four or better on the higher level exams, up to a maximum of 45 credits or equivalencies in accordance with department policies.

English Language Proficiency

Johnson & Wales University's English as a Second Language program allows students to focus on the areas where they need the most improvement, while also allowing them to take regular classes in an undergraduate degree program. This flexibility provides students with the most efficient transition into college. Applicants whose native language is not English must take the Test of English as a Foreign Language (TOEFL). In addition to accepting standardized TOEFL results, the University administers its own TOEFL. Students who submit proof of English proficiency may go directly into regular academic course work.

Acceptable proof of English proficiency should include one of the following:

- TOEFL score of 550 on the written examination, or 210 on the computerized examination
- ELS, Level 112
- Berlitz, Level 12
- IELTS, Band 6.5
- Aspect, Level 6 or 7
- City & Guilds Pitman ESOL Examination (higher intermediate and advanced level)

Other English examination results will also be reviewed, and experience studying in the English language will be taken into consideration.

TOEFL Requirements

The TOEFL is given to students whose native language is not English. Johnson & Wales University requires a minimum score of 550 on the written TOEFL test or a minimum score of 210 on the computerized TOEFL test, in order to exempt students from the ESL program and allow them to enroll directly into a degree program. (Johnson & Wales reserves the right to require remedial ESL classes to increase proficiency in a particular area.)

Students who score below a 550 on the written TOEFL test or below a 210 on the computerized TOEFL test will have their individual TOEFL section scores reviewed in the areas of Listening, Structure/Writing, Reading, and Writing. Section scores of a minimum of 55 on the written TOEFL test, 21 on the computerized TOEFL, and a 4.5 on the Test of Written English/Essay Writing, will exempt the student from the corresponding ESL class.

Written Assessment

All students who pass the TOEFL requirement with a score between 550–573 (210–230 computerized) or who waive the TOEFL based on previous study, and who have a TWE score below 4.5 or no TWE score, may be required to take a written assessment prior to registration. Based on this written assessment, students may be required to take additional ESL writing classes as necessary to improve writing proficiency.*

** Written assessment requirements may vary depending on J&W campus attended.*

Articulation Agreements

J&W is proud to have a large number of international articulation agreements or transfer credit equivalencies in place with schools throughout the world which facilitate student transfer to Johnson & Wales University bachelor's degree completion. Some of these schools and programs include:

Edexcel International Higher National Diplomas
AH & LA Educational Institute
College of Bahamas
Barbados Community College

National Council for Hotel Management and Catering Technology, India
 Auckland Institute of Studies at St. Helens, New Zealand
 Failte Ireland Professional Cookery, Ireland
 ICHM, Cesar Ritz, USA
 Intercollege, Cyprus
 London Hotel School, England
 IHM Business College, Sweden
 Higher Hotel Institute, Cyprus
 Trinidad & Tobago Hospitality & Tourism Institute
 Merit Swiss Asian School of Hotel Management, India
 DCT International Hotel & Business Management School, Switzerland
 Kolej Damansara Utama (KDU), Malaysia
 George Brown College, Canada
 ICHM (Modul), Vienna
 Turks & Caicos Community College
 Baisan Institute of Hospitality Management, Kingdom of Bahrain
 IIEK Hoteleria, Greece
 IMI/Switzerland
 Hotelfachschulen, Germany: Dortmund; Heidelberg; Hannover; Berlin; Hamburg
 IHK Hotel & Culinary Programs, Germany

Please contact the director of your school for further information.

Johnson & Wales has adopted the Principles of Good Practice in Overseas International Education Programs for Non-U.S. Students.

Traveling to Norfolk

Norfolk International Airport, located near Johnson & Wales University at Norfolk, is served by several major airlines.

Culinary Arts Advanced Standing

Prospective culinary arts students who have completed an advanced food service curriculum or have a minimum of two years of extensive food service work experience may receive advanced standing on the basis of proficiency examinations and letters of recommendation from high school foods instructors and/or former employers.

For more information, write for a Culinary Arts Advanced Standing brochure or call 1-800-277-2433.

Students must be accepted for admission to the University before applying for Advanced

Standing. The Culinary Arts Advanced Standing application process must be completed prior to enrollment.

Weekend/Evening candidates with extensive food service experience should apply for ACAP. See Page 11.

Students who have earned a bachelor's degree from another university may be eligible to complete the associate degree program in less than the traditional two-year time frame. Please contact an admissions officer for details.

REGIONAL ADMISSIONS REPRESENTATIVES

The admissions staff of the University includes regional admissions representatives who visit high schools and personally assist students from their areas.

The admissions representative from your area will be happy to meet with you and answer any questions you may have about the University, application procedures and financial aid programs.

Please write or call the Admissions Office for assistance, 1-800-277-2433 (toll free) or (757) 853-3508.

Alabama

David Yoder (251) 753-7662

Alaska

Stephanie Waltosz (425) 761-1863

Arizona

Kyle McCormick (602) 369-3254

Arkansas

David Yoder (251) 753-7662

California: Bay Area

Sydney LaRose (415) 596-7605

California: Central

Alex McDavid (626) 676-2231

California: Coastal North

Jeannie Souza (510) 292-7110

California: Los Angeles Metro

Jim Ingersoll (562) 965-3352

California: Northeastern

Ebony Irick-Hadnot (916) 529-7168

California: Southern

Aimee Rosengrant (619) 459-5066

Colorado: Denver Metro
Bob Purfurst (303) 465-6865

Colorado: Northwest
Linda Sweeney (303) 520-1536

Colorado: Southern
Scott Behan (303) 520-1596

Connecticut: Eastern
Margie Coupe (401) 954-2477

Connecticut: Western
Fran Ridolfo (413) 222-1233

Delaware
Amy Neckes (484) 769-2761

Florida: Central
Jane Bowers (772) 713-6025

Florida: Miami Metro
Rena Mohammed (305) 725-9515

Florida: Northern
Genyth Travis (706) 766-3485

Florida: Southeastern
Denise D'Andrea-Carlton (561) 714-5470

Florida: Southwestern
Robin Phifer (813) 495-1425

Georgia: Northern
Dawn Brown (678) 360-0813

Georgia: Southern
Genyth Travis (706) 766-3485

Hawaii
Stephanie Waltosz (425) 761-1863

Idaho
Lance Wellborn (720) 232-5170

Illinois
Thomas Strzycki (630) 886-1597

Indiana
Carol Carmody (317) 201-1852

Iowa
Wendy Dintino (816) 645-3562

Kansas
Wendy Dintino (816) 645-3562

Kentucky
Alison Dewey (615) 473-3208

Louisiana
David Yoder (251) 753-7662

Maine
Wendy Marro (603) 682-5973

Maryland
Angela Caso Bridgins (240) 498-0054

Massachusetts: Boston Metro
Conrad Fecteau (401) 954-3886

Massachusetts: Northeastern
Bob Dumas (617) 504-1795

Massachusetts: Southern
Barbara DiSaia (401) 598-1116

Massachusetts: Western
Fran Ridolfo (413) 222-1233

Michigan
Barbara Franks (989) 823-8797

Minnesota
TBA (320) 203-9464

Mississippi
David Yoder (251) 753-7662

Missouri
Wendy Dintino (816) 645-3562

Montana
Lance Wellborn (720) 232-5170

Nebraska
Wendy Dintino (816) 645-3562

Nevada: Northern
Ebony Irick-Hadnot (916) 529-7168

Nevada: Southern and Eastern
Kyle McCormick (602) 369-3254

New Hampshire
Wendie Marro (603) 682-5973

New Jersey
Mike and Maryann LaPorte (973) 300-5444

New Jersey: Cherry Hill
Amy Neckes (484) 769-2761

New Mexico
Kyle McCormick (602) 369-3254

New York: Long Island, New York City
Linda Craine (516) 864-6689

New York: Eastern Upstate
Carl Winters (518) 221-1527

New York: Western Upstate
Tammy Linder (585) 802-5958

North Carolina: Eastern
Margarat Yoder (919) 539-6124

North Carolina: Western
Jan Jordan (704) 207-9577

North Dakota
TBA (320) 203-9464

Ohio: Northern/Southeastern
Susan Puffer (216) 896-0672

Ohio: Southwestern
Carol Carmody (317) 201-1852

Oklahoma
Elena Doerrie (214) 563-0721

Oregon
Stephanie Waltosz (425) 761-1863

Pennsylvania
Sharon Macko (484) 554-1092

Pennsylvania: Philadelphia
Amy Neckes (484) 769-2761

Pennsylvania: Western
Susan Puffer (216) 896-0672

Puerto Rico
Dave Freitas (305) 527-2763

Rhode Island

Barbara DiSaia (401) 598-1116

South Carolina

Melisa Bates (843) 324-3037

South Dakota

TBA (320) 203-9464

Tennessee

Allison Dewey (615) 473-3208

Texas: Eastern

Tracey Gonzales (832) 722-9815

Texas: Southern

TBA (254) 466-7432

Texas: Western

Elena Doerrrie (214) 563-0721

Utah

Linda Sweeney (303) 520-1536

Vermont

Wendie Marro (603) 682-5973

Virgin Islands

Dave Freitas (305) 527-2763

Virginia: Eastern

Marisa Marsey (757) 575-9265

Virginia: Northern

B.J. Friedery (703) 864-2420

Virginia: South Central

Margaret Yoder (919) 539-6124

Virginia: Southwestern

Jan Jordan (704) 207-9577

Washington

Stephanie Waltosz (425) 761-1863

Washington, D.C.

B.J. Friedery (703) 864-2420

West Virginia

B.J. Friedery (703) 864-2420

Wisconsin

TBA (320) 203-9464

Wyoming

Lance Wellborn (720) 232-5170

National Student Organizations**Representatives**

Jennifer Staelens: SkillsUSA, FCCLA

Bryan Mullin: DECA

Kurt Heissenbuttel: FBLA

1-800-342-5598 (to reach all NSO reps)

QUESTIONS & ANSWERS

When students come to Johnson & Wales for an admissions interview, they ask a variety of questions about the University. Here are some of the most commonly asked questions.

IS STUDENT HOUSING AVAILABLE?

Yes. As a student at Johnson & Wales University at Norfolk, you have the option of residing at University-sponsored student housing. It is located in University Village at Old Dominion University, another one of Hampton Roads' prestigious institutions of higher learning. Resident students enjoy full use of ODU's activity centers including an Olympic-sized swimming pool, weight rooms, and video arcades; and the Webb Center, a 187,000-square-foot student union featuring food courts, retail shops, lounges — even a travel agency.

IS STUDENT HOUSING OPEN THROUGHOUT THE ACADEMIC YEAR?

Yes, however, student housing closes during Thanksgiving, winter and spring breaks. All students must vacate the residence halls during school breaks.

HOW DOES THE UNIVERSITY MATCH ROOMMATES?

When you complete the Residential Life Housing Contract, you will be asked to fill out a survey with questions concerning your study habits, the hours you keep, whether you smoke cigarettes, etc. The information you provide will be used to match you with a compatible roommate. You are also able to request specific roommates.

WHAT DO I NEED TO BRING TO UNIVERSITY-SPONSORED STUDENT HOUSING?

Before the start of school, students who have requested housing and have paid their reservation deposit will receive information from our Department of Student Affairs including suggested items to bring such as bed linens, towels, pillows, hangers, a computer and a desk lamp. Upperclassmen assigned to an apartment also will need to bring kitchen supplies. For more information on University-sponsored student housing, see the Residential Life section of this catalog (Page 49).

WHAT KIND OF CLOTHES SHOULD I BRING?

Closet and drawer space is limited, so you should bring seasonal clothing. Since Norfolk/Virginia Beach is a resort area, you'll find

that you will wear mostly casual clothing in your leisure time.

While in laboratory classes, you will wear the uniform of the professional chef, a symbol of success and a source of pride. Uniforms will be issued to you upon registration. You will also wear this uniform in academic classes, with the exception of the hat, apron and side towel. Be sure to pack plain white T-shirts to wear beneath your uniform. When in dining room and beverage service classes, you will wear the Johnson & Wales dining room uniform. Upperclassmen pursuing a bachelor's degree in Food Service Management will wear properly fitted khaki pants and University-issued shirts. To maintain a professional image, all students are responsible for keeping their uniforms clean and pressed.

WHAT'S THE CLIMATE LIKE IN NORFOLK?
Norfolk is situated in a prime East Coast location between the Chesapeake Bay and the Atlantic Ocean. Because of this, the area enjoys a moderate climate with comfortable autumn and spring days ranging from 50 to 70 degrees and winter temperatures rarely dipping below 35 degrees. The bay and ocean temperatures stay warm into the fall, so don't forget to bring your swimsuit!

WHAT IS HAMPTON ROADS?
The term Hampton Roads is a centuries-old reference to the world's largest natural harbor where the James, Nansemond and Elizabeth rivers pour into the mouth of the Chesapeake Bay. Today, the name is used to describe the seven-city area surrounding the harbor comprised of Virginia Beach, Chesapeake, Portsmouth, Suffolk, Newport News, Hampton and Norfolk where Johnson & Wales University is located.

WHAT IS THE GUEST POLICY?
A student may sponsor a visitor to student housing provided that the student advises the visitor of University rules and the visitor agrees to follow those rules. Students are held responsible for the actions of their guests. Overnight guests of the same gender are allowed for visits of no more than three consecutive nights per week. All overnight guests must sign in at the Residence Hall

front desk. Resident students may not have members of the opposite sex in their rooms between midnight and 8:00 a.m. (Sunday–Wednesday) and between 2:00 a.m. and 8:00 a.m. (Thursday–Saturday).

CAN I HAVE A REFRIGERATOR?
Students may use their own refrigerator, provided the unit is no larger than 4.0 cubic feet.

WHAT IS THE UNIVERSITY'S POLICY REGARDING ALCOHOL AND SMOKING?
The Norfolk Campus of Johnson & Wales University prohibits alcohol in University housing and at University-sanctioned events, regardless of age. Non-prescribed drugs are prohibited. Johnson & Wales maintains a smoke-free environment within its facilities, including University housing.

IS THERE A CURFEW?
There is no curfew. However, while students may come and go as they please, they must respect "quiet hours," which are from 8:00 p.m. to 8:00 a.m., Sunday–Thursday, and midnight to 8:00 a.m., Friday and Saturday. Additionally, 24-hour quiet hours are in effect on days seven and eight of each segment.

WHERE CAN I ATTEND RELIGIOUS SERVICES?
Listed below are churches representing some of the major religious denominations. For a complete listing of area churches, please consult the Verizon Yellow Pages.

Baptist: First Baptist Church of Norfolk, 312 Kempsville Road, Norfolk, (757) 461-3226

Catholic: Sacred Heart Church, 520 Graydon Avenue, Norfolk, (757) 625-6763

Episcopal: St. Paul's Episcopal Church, 201 St. Paul Boulevard., Norfolk, (757) 627-4353

Muslim: Islamic Center, 1442 W. 49th Street, Norfolk, (757) 423-8609

Jewish: Temple Beth El, 422 Shirley Avenue, Norfolk, (757) 625-7821

Methodist: Ghent United Methodist Church, 531 Raleigh Avenue, Norfolk, (757) 622-2843

Presbyterian: Messiah Presbyterian Church,
1485 Johnstons Road, Norfolk, (757) 855-8733

WILL I BE PENALIZED FOR MISSING CLASS BECAUSE OF A RELIGIOUS OBSERVANCE?

In accordance with the Johnson & Wales University attendance policy, "all absences, regardless of circumstances, are recorded daily and become a part of the student's permanent attendance record." The maximum number of absences for valid reasons is based on the quarter credit hours for the course, with the exception of experiential education assignments and laboratories, which have their own specific attendance criteria.

As with all academic matters including attendance, extenuating circumstances are handled on an individual basis. The intent of the attendance policy is not to penalize students but to help them develop a businesslike attitude toward their studies. The University believes that such an attendance policy serves the student population's best interest. With appropriate planning, students should be able to observe religious holidays within the absence policy. Excessive absences may result in reduction of grades in accordance with stated faculty policy given at the beginning of each course and may also result in a punitive withdrawal or withdrawal/pass from the course.

Attendance policies for experiential education assignments and laboratories are more rigid and will be fully explained during orientations.

WHERE ARE THE AIRPORT, BUS AND TRAIN STATIONS?

Norfolk International Airport is located only minutes away from Johnson & Wales University at Norfolk and is served by many major airlines including USAir, American and Continental. To make travel arrangements, contact your local travel agent or the airline of your choice.

The **Greyhound Bus Lines terminal** at 701 Monticello Avenue is located in downtown Norfolk, approximately 10 miles from campus. For information call 1-800-231-2222.

The nearest station for **Amtrak Inter-City Rail Passenger Service** is Newport News, Virginia. However, a charter bus at the terminal takes passengers to central locations in Norfolk and Virginia Beach (a 45-minute ride). Be sure to specify Norfolk or Virginia Beach when reserving your ticket. For general information and reservations, call 1-800-USA-RAIL (1-800-872-7245).

CAN I HAVE A CAR ON CAMPUS?

Yes, you may bring a car to school, but keep in mind that available parking is limited. Resident students must pay a permit fee to park their cars on the campus of Old Dominion University.

Students, both resident and commuter, who plan to bring a vehicle on Johnson & Wales University property must register this vehicle with the Academic Affairs Department upon arrival. There is not a separate fee to park on the J&W campus.

To receive a parking permit, you must visit the Academic Affairs Department and present the following:

- Current University ID
- Valid driver's license
- Proof of minimum liability insurance
- Valid automobile registration

The University is not responsible for any vehicle or its contents while it is parked on University property.

WHERE CAN I CONDUCT PERSONAL BANKING?

The following are some of the larger banks in Norfolk. Each has locations throughout Hampton Roads. Their toll-free customer service numbers are listed so you can locate the branch nearest you.

SunTrust1-800-451-3435
Bank of America1-800-880-5454

Financing Your Education

TUITION & FEES

The following tuition and fees schedule is effective for the 2005–2006 academic year and applies to the Norfolk Campus Day School program only. Tuition and fees are subject to change annually.

Tuition & Fees: 2005–2006 Academic Year for returning students

Tuition	
Culinary Arts	\$19,200
Hospitality	\$11,604
Room Only	\$5,211

The following tuition and fees schedule for the Norfolk Campus Weekend/Evening Program is effective for the 2005–2006 academic year. Tuition and fees are subject to change annually.

Tuition & Fees: 2005–2006 Academic Year Weekend/Evening Program

\$13,230

Tuition is applicable to all students, including those on approved off-campus programs. Students enrolled in courses in excess of a normal full-time schedule will be assessed an additional tuition charge. For purposes of tuition billing and financial aid eligibility, full-time status is determined on a term basis and consists of 12 to 18 quarter credit hours per term. Students carrying more than 19.5 quarter credit hours will be charged for each quarter credit hour over 18.

The **General Fee**, which is nonrefundable, includes social and athletic activities, student health and accident insurance, student publications, and graduation.

Room & Board charges are for the academic year and include residence hall accommodations, a meal plan and transportation to and from classes.

Room Only charges are for the academic year for students living in University-sponsored apartments. They do not include a meal plan.

DEPOSITS AND OTHER FEES

Reservation Deposit **\$300**

Required of all new students after receipt of official acceptance from the University, this nonrefundable deposit will reserve the student's seat in class and is credited to tuition due upon entrance.

Residence Hall Deposit **\$200**

Required of all new resident students to reserve their place in housing, this nonrefundable deposit is credited to tuition due upon entrance.

Transcripts **\$2**

Transcripts are issued only upon written request. Official transcripts bearing the University Seal must be mailed directly to the authorized agencies from the Registrar's Office. Students may request an unofficial transcript for personal use. No transcript will be issued unless the student is current in all financial obligations to the University.

Extension Courses

Tuition rates for extension courses (i.e. courses taken by students in excess of, or less than, a full-time schedule) will be the student's current term tuition rate divided by 18.

Books and Supplies

The cost of books and supplies is approximately \$700–\$900 per academic year. Books and supplies must be paid for at the University's bookstore at the time of purchase. They are not billed on the student's invoice.

ACCESS Tuition

ACCESS tuition is 50% of the tuition charge for the college in which students enroll for that academic year. Refer to Page 18 for a description of the ACCESS Early Admissions program. ACCESS students are also subject to appropriate University fees, including full general fee and full room and board charges. ACCESS students are not eligible for any federal financial aid while enrolled in the program. ACCESS students should contact the Student

Financial Services Office for information on alternative funding and to determine how scholarships they are receiving will be affected while in the ACCESS program.

Student Health and Accident Insurance

All day students are covered by a health and accident insurance plan. Insurance brochures and enrollment cards are mailed to students with their initial billing for the academic year, and will be available at registration(s) and several locations throughout the University. Refer to the insurance brochure for a definition of the effective date of coverage, policy limits, policy termination, and the opportunity to continue coverage over the summer.

THE GUARANTEED TUITION PLAN

All undergraduate day school students will have no tuition increase while continuously enrolled in the day division of Johnson & Wales University, unless the student transfers to a different Johnson & Wales campus or program of study. Students must remain continuously enrolled in order to retain their guaranteed rate. That is, if a student withdraws for one term or more (not including the summer term) for any reason, the student will be subject to the rate that is in effect when the student re-enrolls.

If a student transfers to a different program of study, college or campus which has a different tuition rate, the student will be charged the tuition rate which was effective in that program at the time his or her guaranteed rate was established. In addition, students in the ACCESS program would experience an increase in their tuition in the second year to the full tuition rate that was in effect when they enrolled.

The program applies only to tuition.

The program is only available to students enrolled in undergraduate day school programs at all campuses. Continuing education, week-end/evening and graduate school students are not eligible.

PAYMENT OPTIONS

I. Annual Payments

Billing for tuition and fees is done on a term basis, although the student may make one payment in full for the entire academic year. Students are responsible for paying all charges in full or making appropriate arrangements by the due date stated on the invoice.

II. Term Payments

Students may make three payments a year, which are payable by the publicized due dates established prior to each term.

III. Monthly Payments

A Monthly Payment Plan is available. However, there is an enrollment fee to participate. Please contact the Student Financial Services Office for more information.

REFUND POLICIES

General Policy: To the extent that any charges due to the University remain unpaid, no refund check will be issued. No tuition or fees will be assessed for terms that the student does not begin. Students who withdraw from the University prior to the end of the academic year will have their financial aid adjusted.* Institutional grants and scholarships will be reduced in proportion to any tuition credit received as defined in the University's Withdrawal Credit Policy. Full-term eligibility for institutional loans will be credited to the student's account to the extent that any charges are due the University. The distribution formula for the institutional refund to the Federal Student Financial Aid program will be calculated according to federal regulations. The University's Withdrawal Credit Policy applies to all withdrawals from the University, voluntary or involuntary.

Term charges are subject to the University's Withdrawal Credit Policy upon withdrawal from the University. Term charges are defined as tuition, and if applicable, room and board, room only, and weekend meal plan. The General Fee is nonrefundable. The official notice of withdrawal from the University may

be done in person or by written notification through Student Academic Services. Refunds are calculated by the date of termination based on the date Student Academic Services receives notification of withdrawal from the student or faculty member. Any refund due will be issued within 30 days after the date that the University was first notified of the withdrawal.

University Withdrawal Credit Policy

If a student enters a class and terminates on the first day of classes of a term:

- the University will credit 100 percent of the term charges.

If a student terminates during:

- the first week of the term but after the first day of classes, the University will credit 90 percent of the term charges.
- the second and third week of the term, the University will credit 50 percent of the term charges.
- the fourth, fifth and sixth week of the term, the University will credit 25 percent of the term charges.

After the sixth week of the term, students will be responsible for 100 percent of the term charges.

Examples of the University's refund policies are available upon request in the Student Financial Services Office.

Independent Students

According to federal regulations, students must meet one of the following requirements to be independent for the 2005–2006 academic year. Students must answer yes to one of the following questions:

1. Were you born before January 1, 1981?
2. Will you be working on a master's or doctorate program (such as an M.A., M.B.A., M.D., J.D. or Ph.D.) during the school year 2005–2006?
3. As of today, are you married? (Answer yes if you are separated, but not divorced.)
4. Do you have children who receive more than half of their support from you?

5. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2005?
6. Are you an orphan or ward of the court or were you a ward of the court until age 18?
7. Are you a veteran of the U.S. Armed Forces?

Students who cannot answer yes to one of the above questions are considered dependent and must complete their Free Application for Federal Student Aid (FAFSA) as a dependent student. Please feel free to contact Student Financial Services with any questions.

FINANCIAL OBLIGATIONS

Continued enrollment as a student in good standing and certain other student benefits (diploma, transcript, etc.) are conditioned upon being current in all financial obligations to the University, including loans in which the University appears as a holder or guarantor. A detailed explanation of account holds may be found in the current **Student Handbook**.

STUDENT FINANCIAL SERVICES (SFS)

FINANCIAL PLANNING

The University realizes that financing an education may be a very complex process for many students. In order to assist students and their families in these matters, Johnson & Wales has established a staff of financial planning counselors. These counselors are available to work with students and their families on an individual basis to help them best utilize their own funds and other available resources to meet educational expenses. For more information and assistance, call (757) 853-3508 or 1-800-277-CHEF.

* Any student enrolled solely in culinary lab courses, who fails to attempt any of the scheduled courses, will be considered to have withdrawn from the University.

FINANCIAL AID

To assist students in meeting their educational expenses, Johnson & Wales University offers several types of financial assistance — scholarships and grants, low-interest loans and employment opportunities. In many cases, qualified students receive a financial aid package which includes all three types of financial aid. Financial aid is awarded on an annual basis and is disbursed in three equal installments (fall/winter/spring).

Descriptions of Johnson & Wales financial assistance scholarship and work programs are included in this catalog.

Students participating in Study Abroad programs may be eligible for financial aid. For more information, please contact the Student Financial Services Office.

In an effort to reduce the loan burden during the student's first year, Johnson & Wales University will attempt to package new students with a higher percentage of grant aid.

Johnson & Wales University has adopted an institutional policy whereby the total of all University funded or administered monies awarded to a single student may not exceed a specified dollar amount during an academic year. This amount is determined prior to each year's financial aid awarding process.

HOW TO APPLY

To be considered for financial assistance, complete the paperwork listed below and submit all required documentation as soon as possible after January 1. Students must reapply for financial aid each year. Student Financial Services holds all information in strict confidence.

1. Free Application for Federal Student Aid (FAFSA)

The Free Application for Federal Student Aid is available from high school guidance offices and the University's Student Financial Services Office. This form must be completed and forwarded as soon as possible after January 1 to the Federal Processor. Applications for financial assistance are then processed and

sent to the Student Financial Services Office at the University's Providence Campus. The FAFSA is also available on the Worldwide Web at www.fafsa.ed.gov.

2. Other Documentation

Student Financial Services may request additional documentation to support the student's request for financial assistance. The student and his/her parents may be required to submit signed and dated copies of their Federal Income Tax Returns (1040). The student's financial aid package cannot be finalized until all requested documentation has been received by the Financial Aid Office. In addition, all student loan borrowers must attend an entrance and exit counseling session during which the student will be advised on his/her loan obligations.

STUDENT ELIGIBILITY REQUIREMENTS

Financial aid will be distributed to the student based upon the student's financial need. All students seeking financial assistance must file a FAFSA with the Federal Processor. The FAFSA form is used to determine the student's financial need.

Financial need is the difference between the cost of the student's education (tuition and fees, room and board, books, supplies, transportation and personal expenses) and the total contribution expected from the student and his/her family. The student's total family contribution is based on an analysis of the information which the student supplied on the FAFSA. Among the items considered are total family income, assets, the number of people in the household, the number of siblings in college, and the student's own resources, such as earnings, savings, and untaxed income for which the student may receive. Johnson & Wales University also considers these items when determining eligibility for University funds.

Campus-based financial aid programs, including the Federal Supplemental Educational Opportunity Grant (SEOG), Federal Perkins Loan and Federal Work-Study programs, are administered by Johnson & Wales University. Students must apply for these programs through the filing of the FAFSA.

Aid from these programs is awarded on the basis of financial need. In order to receive maximum consideration for financial assistance, it is recommended that the student apply as soon as possible after January 1. The award process for first-year students begins in March of each academic year. Renewal of financial aid is not automatic. Recipients are required to reapply each year as soon as possible after January 1. Awarding for our returning students begins in May of each academic year.

To be eligible for these programs, the student must meet the following criteria:

1. demonstrate financial need;
2. maintain satisfactory academic progress (financial aid will be suspended until satisfactory academic progress is again achieved);
3. be enrolled in an eligible degree or certificate program;
4. be enrolled on at least a half-time (at least 6.0 quarter credit hours) basis (students enrolled on a less-than-full-time basis may have their financial aid reduced; some students enrolled on a less-than-half-time basis may qualify for a Federal Pell Grant);
5. be a U.S. citizen, permanent resident, or eligible non-citizen;
6. not owe a refund on a Federal Pell Grant or be in default on a Federal Perkins Loan, Federal Subsidized Stafford Loan, Federal Unsubsidized Stafford Loan, Parent Loan for Undergraduate Students (PLUS) or Supplemental Loan for Students (SLS); and
7. sign a Statement of Educational Purpose, a Statement of Registration Status and a Statement on Overpayments and Defaults.

Students are eligible to receive financial aid as long as they maintain satisfactory academic progress as defined on Page 44 of this catalog and in the **Student Handbook**. Students who fail to maintain satisfactory academic progress will be notified by Student Academic Services. All financial aid will be suspended until satisfactory academic progress is again achieved.

When students withdraw during a payment period or period of enrollment, the amount of student financial aid program assistance earned up to that point is determined by a specific formula. If the student receives (or the University receives on the student's behalf) less assistance than the amount earned, the student will be able to receive those additional funds. Students who received more assistance than what they earned must return the excess funds.

The amount of assistance earned is determined on a pro-rata basis. That is, if a student completes 30 percent of the payment period or period of enrollment, the student earns 30 percent of the assistance he or she was originally scheduled to receive. Once the student completes more than 60 percent of the payment period or period of enrollment, the student earns all scheduled assistance.

If a student receives excess funds that must be returned, Johnson & Wales University must return a portion of the excess equal to the lesser of

- the student's institutional charges multiplied by the unearned percentage of the student's funds
- the entire amount of the excess funds

If the University is not required to return all excess funds, the student must return the remaining amount. Any loan funds that the student must return, must be repaid by the student (or his or her parents for a PLUS loan) in accordance with the terms of the promissory note.

If a student is responsible for returning grant funds, the student does not have to return the full amount. Students are not required to return 50 percent of the grant assistance received that is the student's responsibility to pay. Any amount not returned is a grant overpayment, and the student must make arrangements with the University or Department of Education to return the funds.

RETURN OF TITLE IV FUNDS

Federal regulations establish the following allocation for students who receive Title IV, HEA program funds:

A refund owed to a student who received funds under any Title IV, HEA program will be returned to the Title IV, HEA programs from which the student received aid in the following order until the amounts received by the student from these programs is eliminated: the Federal Unsubsidized Loan program, the Federal Subsidized Loan, the Federal Perkins Loan program, the Federal Parent Plus Loan, the Federal Pell Grant program, the Federal SEOG program, all other sources of aid, and the student.

FINANCIAL AID PROGRAMS

The following programs are the major financial aid resources available to students. Students may receive assistance from any one of these, or from a combination of all of these programs, in what is called a **financial aid package**. Student eligibility for these programs is based on completion and submission of the form(s) described in the **How to Apply** section. Since awards are not automatically renewable, students must reapply each year. All financial aid awards are determined based on an academic year (fall/winter/spring terms). Financial aid awards are disbursed based on this term system, which equates to three disbursements. All annual awards are posted in three equal amounts.

Federal loan programs are applied to the student's account with the University in equal disbursements per term based on the loan period and the student's entrance date.

Federal Pell Grant

The Federal Pell Grant is a federally funded entitlement program to assist needy undergraduate students. Eligibility for these grants is determined by the U.S. Department of Education based on the information provided on the FAFSA. Pell recipients can have a less than half-time status. Students with a previous bachelor's degree are not eligible for a Federal Pell Grant.

Federal Supplemental Educational Opportunity Grant (SEOG)

This federally funded program provides financial assistance to students who demonstrate exceptional financial need. The amount of the award is based on need and the availability of funds. Students with a previous bachelor's degree are not eligible for a Federal Supplemental Educational Opportunity Grant.

Federal Work-Study Program

Federal Work-Study is a federally funded program that provides part-time employment to students with financial need. Positions are available throughout the University and with selected off-campus community service agencies.

Work-study gives students the opportunity to earn money to help pay their educational expenses. Students are paid an hourly rate for actual hours worked. The amount earned cannot exceed the total work-study award. Work-study funds are paid bi-weekly directly to the student; therefore, funds will not be applied to the student's account unless arrangements are made with the Student Financial Services Office.

Federal Perkins Loans

These low-interest loans are funded by the federal government and administered directly by the University. A Master Promissory Note for this loan will be mailed to all eligible students with their Annual Financial Statement. The amount of the loan is based on need and the availability of funds.

Students must begin to repay this loan nine months after they leave college or drop below half-time status. The repayment of principal and interest may be extended over a 10-year period. The amount of each payment depends upon the amount of the student's debt and the length of the student's repayment period, but the student must pay a minimum of \$40 per month.

Federal Subsidized Stafford Loan

This loan program provides low-interest loans to students who demonstrate financial need.

A Master Promissory Note for these loans will be mailed to all eligible students with their Annual Financial Statement.

Students may borrow up to a maximum of \$2,625 per academic year for the first year of undergraduate study, \$3,500 for the second year and \$5,500 per year for the last two years. The student must begin repayment six months after he/she leaves college or drops below half-time status, and the student's payment will be a minimum of \$50 per month. The amount of the student's monthly payment will be determined based upon the amount of student debt and the length of the repayment period.

Federal Unsubsidized Stafford Loan

This loan program offers low-interest loans to students who demonstrate little or no "financial need." The terms and loan limits are the same as for the Federal Subsidized Stafford Loan except that the federal government does not pay interest on the borrower's behalf while the borrower is enrolled in school. During that time, the student borrower can choose either to make quarterly interest payments or to "capitalize" interest. "Capitalizing" interest means the lender will add interest accrued to the principal balance. This will eliminate the need for interest payments while in school.

Independent students are also eligible to borrow Federal Unsubsidized Stafford Loans. Students may borrow up to a maximum of \$4,000 per academic year for the first and second years, and \$5,000 per year for the third and fourth years. These amounts are in addition to the Federal Subsidized/Unsubsidized Stafford Loan amounts discussed above.

The Parent Loan Program for Undergraduate Students (PLUS)

The Federal PLUS Program provides loans to parents of dependent students to attend college. PLUS borrowers do not have to demonstrate need, but are subject to a credit analysis by the lending institution. The parent applying for the loan must fill out a PLUS Master Promissory Note as well as a Loan

Amount Request Form. Repayment of this loan must begin within 30 days of the time the loan is fully disbursed. The borrowing limit is the total cost of attendance, minus any financial aid being received.

Applications for these loans are available in Student Financial Services.

Johnson & Wales Grant

This grant is awarded to students based on the annual financial aid awarding process and the student's financial need.

Johnson & Wales Achievement Loan

This low-interest loan is funded and administered by the University, and awarded based on the student's financial need. A Master Promissory Note for this loan will be mailed to all eligible students with their Annual Financial Statement. There is partial or full forgiveness on loans for students based on GPA and degree achieved.

FINANCIAL ASSISTANCE, SCHOLARSHIPS AND WORK PROGRAMS

Johnson & Wales University expects to award \$45 million in institutional aid to students this year. Awards range from \$300 to full tuition. Scholarships, grants, loans and work programs awarded depend on the University budget, and are dependent on students meeting program eligibility requirements. Scholarship funds are applied to the student's account with the University in three equal disbursements by term (e.g., a \$3,000 Presidential Academic Scholarship recipient would receive \$1,000 per term).

These programs are only available to full-time, undergraduate, day school students during the academic year and are not available during the summer term. Most scholarships are renewable for up to four consecutive years of enrollment.

For many of the programs listed, a minimum grade point average is required for continued eligibility. Scholarships and grants are not awarded based on athletic ability or participation.

Johnson & Wales University has adopted an institutional policy whereby the total of all University funded or administered monies awarded to a single student may not exceed a specified dollar amount during an academic year. This amount is determined prior to each year's financial aid awarding process. For more information, contact the Admissions or Student Financial Services offices.

Alpha Beta Gamma (National Honor Society)

Scholarship: A scholarship worth up to \$10,000 is awarded to outstanding transfer students who are members of Alpha Beta Gamma. The application for this scholarship is the application for admission to the University.

Business Professionals of America (BPA)

Scholarship: The University offers a number of BPA scholarships ranging from \$500 up to full tuition. Awards are based on BPA activities, a letter of recommendation from the BPA advisor and academic record. Applications are available from J&W's National Student Organizations Office. The application deadline is February 1, prior to enrollment. This scholarship is renewable based on continued involvement in and support of BPA.

Career Explorations Scholarship: This is a nonrenewable scholarship worth up to \$500 for high school students who attend the Career Explorations program. The application deadline is March 1. This scholarship is posted to the student's account in three equal installments (one per term).

Career through Culinary Arts Programs

(C-CAP): The University awards these scholarships to incoming students who participate in C-CAP's competition events. Applications are available through C-CAP. All documentation must be submitted to C-CAP and all finalists are selected by C-CAP. Scholarships awarded are worth up to \$10,000.

Chancellor Scholarship: The University awards this scholarship, valued up to \$10,000, to incoming students who demonstrate outstanding academic achievement in high school and are accepted to the Honors Program. The scholarship is renewable for up to four

years if the student maintains a 3.4 GPA and remains in the Honors Track.

Collegiate Academic Scholarship: A number of scholarships worth up to \$5,000 are awarded based on high school academic record and choice of J&W major.

Community Leadership Scholarship: Johnson & Wales awards a scholarship of up to \$2,000 to incoming students with a good academic record and a minimum of one year's involvement in community service.

DECA (an Association of Marketing Students)

Scholarship: The University awards a number of DECA scholarships ranging from \$500 up to full tuition. Awards are based on DECA activities, a letter of recommendation from the DECA advisor and academic record. Applications are available from J&W's National Student Organizations Office. The application deadline is February 1, prior to enrollment. This scholarship is renewable based on continued involvement in and support of DECA.

Employee Tuition Scholarship: This scholarship is awarded based on institutional policy, with qualifying criteria stated in the Johnson & Wales employee handbook. Applications are available at the Payroll/ Personnel Department; a new application is required each year.

Faculty Scholarship: Johnson & Wales University awards a number of scholarships to upperclass students, based upon merit and GPA. These non-renewable awards range up to the amount of one term's tuition, which is distributed over three terms.

Family, Career and Community Leaders of America (FCCLA) Scholarship:

The University awards a number of FCCLA (formerly FHA-HERO) scholarships ranging from \$500 up to full tuition. Awards are based on FCCLA activities, a letter of recommendation from the FCCLA advisor and academic record. Applications are available from J&W's National Student Organizations Office. The application deadline is February 1, prior to enrollment. It is renewable based on continued involvement in and support of FCCLA activities.

Family Scholarship: If two or more members of your family are simultaneously enrolled in full-time, day school degree or certificate programs at Johnson & Wales University, each enrolled student is granted a University grant (up to \$1,000) per academic year (September–May). For more information, contact the Student Financial Services Office.

Future Business Leaders of America (FBLA) Scholarships: The University awards a number of FBLA scholarships ranging from \$500 up to full tuition. Awards are based on FBLA activities, a letter of recommendation from the FBLA advisor and academic record. Applications are available from J&W's National Student Organizations Office. The application deadline is February 1, prior to enrollment. It is renewable based on continued involvement in and support of FBLA.

Future Farmers of America (FFA): Johnson & Wales University awards a number of FFA scholarships ranging from \$500 up to full tuition. Awards are based on FFA activities, a letter of recommendation from the FFA advisor and academic record. Applications are available from J&W's National Student Organizations Office. The application deadline is February 1, prior to enrollment. The scholarship is renewable based on continued involvement in and support of FFA.

Gaebel Eagle Scout Award: A number of non-renewable grants of up to \$1,000 are available to entering freshmen who have achieved the rank of Eagle Scout in the Boy Scouts of America and have also received their religion award. Applications are available from J&W's National Student Organizations Office and are due by February 1, prior to enrollment.

Junior Achievement (JA): The University offers a number of JA scholarships ranging from \$500 up to full tuition. Awards are based on JA activities, a letter of recommendation from the JA advisor and academic record. Applications are available from J&W's National Student Organizations Office. The application deadline is February 1, prior to enrollment. This scholarship is

renewable based on continued involvement in and support of JA activities.

Lodging Management Scholarship: This scholarship is for students who have participated in the Lodging Management program sponsored by the Educational Institute of the American Hotel & Lodging Association. The University awards \$1,000 to students who have participated in the Lodging Management program for one year, or \$2,000 to students who have completed two years in the program. Applications are available from the J&W Admissions or National Student Organizations Office. The deadline for application is March 1, prior to enrollment.

National High School Recipe Contest: This annual contest is Johnson & Wales' search for the best young chefs. Winners will receive tuition scholarships ranging from \$500 up to full tuition. Applications are available from the Admissions Office.

Outstanding Student Leader of the Year Competition: This annual contest is Johnson & Wales' search for the best young student leaders. Winners will receive tuition scholarships ranging from \$500 up to full tuition. Applications are available from the Admissions Office.

Phi Theta Kappa (National Honor Society) Scholarship: A scholarship of up to \$10,000 is awarded to outstanding transfer students who are members of Phi Theta Kappa. The application for this scholarship is the application for admission to the University.

Presidential Academic Scholarships: J&W awards Academic Scholarships to incoming students who are in the top 25% of their class and who demonstrate academic excellence. Awards range from \$2,500 to \$5,000 per year and are renewable provided the recipient's GPA does not fall below 2.75.

Pro-Start Scholarship: J&W awards a \$1,000 per-year-of-participation scholarship to students in the Pro-Start program.

The maximum awarded is \$2,000 for which the student must also have received the Pro-Start certification. Applications are available from the J&W Admissions or National Student Organizations Office. The deadline for application is March 1, prior to enrollment.

SkillsUSA–VICA: The University awards a number of SkillsUSA–VICA scholarships ranging from \$500 up to full tuition. Awards are based on SkillsUSA–VICA activities, a letter of recommendation from the SkillsUSA–VICA advisor and academic record. Applications are available from J&W’s National Student Organizations Office. The application deadline is February 1, prior to enrollment. This scholarship is renewable based on continued involvement in and support of SkillsUSA–VICA activities.

Technology Students Association (TSA)

Scholarships: The University awards a number of TSA scholarships ranging from \$500 up to full tuition. Awards are based on TSA activities, a letter of recommendation from the TSA advisor and academic record. Applications are available from J&W’s National Student Organizations Office. The application deadline is February 1, prior to enrollment. These scholarships are renewable based on continued involvement in and support of TSA activities.

Transfer Scholarship: An unlimited number of transfer scholarships, worth up to \$5,000, are awarded to students who plan to continue their education at Johnson & Wales in an associate or bachelor’s degree program. Students must have completed 30 semester hours at another institution and maintained a minimum 3.0 cumulative average. The scholarship application is the application for admission to the University.

Tuition Exchange Scholarship: This scholarship is awarded to students who meet the qualifications of both Johnson & Wales and the participating exchange college or university. Applications are available at the participating institution. This award is up to full tuition.

FUNDED SCHOLARSHIPS

Johnson & Wales University administers many scholarships and grants which are funded by businesses, individuals and professional organizations. In many cases, students must have completed at least one term of enrollment at Johnson & Wales to be considered. The application for these scholarships is the General Scholarship Application, available in the Student Financial Services Office. The following is a partial listing of the scholarship programs that may be awarded:

Chesapeake Bay Wine Classic: This non-renewable award of up to \$1,000 is based on a history of volunteerism and financial need, with preference given to students who volunteered for the Chesapeake Bay Wine Classic.

Costas “Gus” Maroulis/John Frugoli

Scholarship: A scholarship fund has been created for J&W Norfolk applicants with food service experience in conjunction with the Tidewater branch of the International Food Service Executives Association (IFSEA). This fund honors Gus Maroulis, a long-time Tidewater restaurateur, and John Frugoli, a founding trustee of the Tidewater Food Service Foundation, who, with his wife, Evelyn, has helped aspiring culinarians reach their educational goals for years. Awards for this non-renewable scholarship range from \$500–\$1,000. Applications are available from the Norfolk campus. Only applicants to the Norfolk campus are eligible.

Distinguished Visiting Chef Scholarship:

Advanced Standing Culinary Arts and Baking & Pastry Arts students are eligible to receive this scholarship, valued up to \$2,000, based on academic records and involvement in the food service industry, including past employment and any culinary awards received. The scholarship is renewable for up to two years.

Ellsworth M. Statler Scholarship:

This scholarship is awarded to Hospitality and Culinary Arts students, with preference given to New York residents. Applications are

available at the Student Financial Services Office. The application deadline is August 31. Awards range from \$500 to \$2,000 based on residence. This award is renewable by maintaining satisfactory academic progress.

Ernest and Phyllis Hudson Endowed

Scholarship Fund: Local real estate developer and investor Ernie Hudson and his wife Phyllis have established this fund to aid Norfolk Campus students from Hampton Roads with financial need. Awards range from \$500–\$1,000. Preference is given to those students having a history of community involvement and volunteerism.

Guest Services Scholarships: Two rising Norfolk sophomores maintaining GPAs of 3.00 or higher will be selected according to financial need to receive a Guest Services Scholarship. These scholarships, in varying amounts, are provided by one of America's leading hospitality corporations.

Summer Work Experience Program (SWEP)

Scholarship: Students who successfully complete the SWEP program are awarded a non-renewable scholarship worth up to \$1,000. For more information, contact the Career Development Office.

SYSCO and Premier Suppliers Partners in

Career Education Scholarship: Up to 50 scholarships are awarded to children of current employees of participating SYSCO and Premier Suppliers annually through the SYSCO and Premier Suppliers Partners in Career Education Scholarship Program. Each scholarship is valued up to \$10,000 per year.

To be eligible, the student must be accepted to J&W, be currently enrolled in their senior year of high school, or be attending another college or university with the intention of transferring to J&W. Students must also complete the Career Education Scholarship Program Application by June 1, prior to the intended enrollment year. The application must include official grades.

Applications are available in the Admissions Office, as well as the human resources office at any participating SYSCO/Premier Supplier Employer.

Tidewater IFSEA Scholarship: The Tidewater IFSEA Scholarship, established by the Tidewater Branch of the International Food Service Executives Association (IFSEA) to honor several members for their years of dedicated service, is awarded to two rising sophomores who are active members in the junior chapter of IFSEA and have maintained grade point averages of 2.75 or above. Preference is given to Hampton Roads residents. The scholarship totals \$1,500 (\$750 per recipient).

OUTSIDE SCHOLARSHIPS

There are many other potential scholarship sources that students should consider to help finance their education. Students should complete a Johnson & Wales University Profile for Scholarship Eligibility form, available in the Student Financial Services Office, to determine eligibility for scholarships listed on our outside scholarship database. Also, students should contact the Higher Education Assistance Agency in their home states for information about the possibility of state grants or scholarships.

Scholarship aid is often available from high school and community organizations with which students or their parent(s) may be affiliated. Local libraries are an excellent resource for finding information on scholarships from organizations throughout the United States. There are also a number of Web sites available to assist students in the scholarship search.

Many companies provide scholarship aid for children of their employees, while others provide aid directly to students who work for them part-time while in school.

State Grants/Scholarships: In addition, students from the following states may be eligible for state grant money:

Delaware
Rhode Island
Vermont

Contact the Higher Education Authority in your home state for more information.

Dollars for Scholars: Johnson & Wales University will match scholarship awards made to entering students by affiliated Dollars for Scholars chapters of the Citizens Scholarship Foundation of America.

The Educational Foundation of the National Restaurant Association: The Educational Foundation administers approximately 150 scholarships, ranging from \$750 to \$2,000, with one \$10,000 tuition-only award. These scholarships are awarded to qualified undergraduate students of food service/hospitality management. Eligibility requirements include full-time status for each term in a degree-granting program starting with the fall term, attendance at one college or university for a full academic year starting with the fall term, and interest in food service as demonstrated through industry work experience. A completed application package must be received by March 1. For more information, please contact the Educational Foundation at 250 South Wacker Dr., Suite 1400, Chicago, IL 60606-5834; (312) 715-1010.

International Association of Culinary Professionals Foundation Scholarship (IACP): The IACP Foundation awards one \$2,500 scholarship per campus, which is matched by Johnson & Wales. All criteria are determined by IACP. Applications are available through IACP and are due by December 1.

WORK PROGRAMS

Resident Assistant Program: Students are selected for this program based on strong academic performance and residence hall experience. Applications are available at the Office of Residential Life. Awards are worth up to \$6,000 and are renewable based on annual employee performance.

Teaching Assistant/Fellowship Program: Selection for this program is based on strong academic performance and successful completion of the internship. Applications are available at Practicum Properties or the Culinary Administration Office. Awards range up to \$9,000 and are renewable based on annual employee performance and maintaining a 2.75 GPA.

Academic Information

CLASS SCHEDULES

Day school program classes are usually scheduled four days per week, Monday through Thursday from 7:00 a.m. to 9:00 p.m.

When certain Monday holidays are observed and classes are cancelled, make-up classes will be held on Fridays. Final examinations for each term may also be held on Fridays.

COURSES TAKEN AT OTHER INSTITUTIONS

Undergraduate students requesting to take courses at another institution must submit their requests in writing to obtain prior written approval from the University Registrar. The following guidelines must be met:

- The student must have an overall grade point average above 2.75.
- There is a limit of two courses which may be taken during enrollment at the University.
- The course(s) must not be in the major field.
- The student may not have taken the course(s) previously at the University and received a grade of "F," "NC," "W," "WP," "I" or "GP."
- Courses cannot be taken locally unless J&W does not expect to offer the class before the student's anticipated graduation date.

Students must submit a letter (which may be sent by fax or e-mail) which includes their ID number, descriptions of the courses they desire to take at another institution, the name of the institution, and any other pertinent details of their situation.

ATTENDANCE

Students are expected to attend every meeting of every class in which they are enrolled. The maximum number of absences for valid reasons is based on the quarter credit hours for the course, with the exception of experiential education assignments and laboratories, which have their own specific attendance criteria. Absences beyond the stated maximum for each course may jeopardize academic standing or financial aid.

Student Academic Services should be notified immediately of any necessary prolonged absences. The **Student Handbook** contains rules and regulations for frequent or prolonged absences from class. Students are expected to familiarize themselves with attendance requirements outlined in the Student Handbook.

GRADING SYSTEM

The grading system is as follows:

Letter Grade	Grade Range	Quality Points
A+	95–100	4.00
A	90–94	4.00
B+	85–89	3.50
B	80–84	3.00
C+	75–79	2.50
C	70–74	2.00
D+	65–69	1.50
D	60–64	1.00
F	0–59	0.00
W	Withdrawal	0.00
W/P	Withdrawal/Pass	0.00
H	Honors Course (reported with grade on transcript)	
I	Incomplete	
NC	No Credit	
GP	Grade Pending	
AU	Audit	
P	Proficiency	
S/U	Satisfactory/Unsatisfactory	
PL	Prior Learning Assessment	
CX	Challenge Exam	
NG	No Grade	

Grade reports are issued upon completion of each term. A summary of the student's attendance record is included in each grade report. Any student receiving a grade of Incomplete in an academic course, co-op or internship must initiate arrangements with instructors to make up the required work within two weeks of the close of the term. Failure to do so will result in a failing grade for the course.

Failure (F)

"Failure" grades are issued to students who have maintained required attendance, but fail to achieve adequate scholastic progress.

Upon successful completion of the course at a later date, the cumulative average is adjusted to reflect only the passing grade.

Withdrawal (W)

A Withdrawal is the punitive grade issued to students who are not eligible for a W/P grade and who withdraw or are withdrawn from any scheduled course after the official withdrawal period of the college or school, or who withdraw from the University after the official mid-term date. This is a failing grade and is entered into the cumulative average. Upon the successful completion of the course at a later date, the cumulative average will reflect both the grade of "W" and the new grade.

Whenever a student withdraws from a course after the official withdrawal period, the course will be calculated as a course attempted for purposes of determining satisfactory academic progress.

Withdrawal/Pass (W/P)

Withdrawal/Pass is issued to eligible students who withdraw (or are withdrawn for excessive absences) from any scheduled course after the official withdrawal period of the school or college, or who withdraw from the University after the official mid-term date for reasons other than extenuating. To be eligible for a W/P in a particular course, the student may not have a grade of D+ or lower in the course and the student must otherwise be in good standing. Upon the successful completion of the course at a later date, the cumulative average will reflect only the new grade. Credits associated with W/P will count as credits attempted in the term and credit compliance calculations. (Please note: Graduate school students are not eligible for W/P grades.)

Honors (H)

An "H" attached to the grade on a student's transcript designates an honors course successfully completed.

Incomplete (I)

"Incompletes" or "I" grades are issued to students if they are unable to complete

course requirements because of authorized absence (i.e., service commitment or illness). The outstanding work must be completed within two weeks of the exam class day (in Business/Hospitality or Technology classes or in an academic class in the College of Culinary Arts) or within six scheduled class days after the last class day (in a laboratory class in the College of Culinary Arts), or the grade will automatically become an "F" and the grade will be included in the grade point average.

No Credit (NC)

Non-punitive designation is issued to a student who has been authorized to withdraw from class or the University due to extenuating circumstances or a withdrawal from the University prior to midterm. A "No Credit" is not calculated into the cumulative average.

Grade Pending (GP)

A GP is issued as a temporary grade pending the completion of the course requirements. A Grade Pending is not calculated into the cumulative average and is generally used under extenuating circumstances.

Audit (AU)

Audits are issued to students who are permitted to "sit in" on a class for review purposes. A grade is not issued and the cumulative average is not affected.

Proficiency (P)

Proficiency credit is issued to students who have proven proficiency in a given subject area. This grade is not calculated into the cumulative average.

Satisfactory/Unsatisfactory (S/U)

A Satisfactory/Unsatisfactory grade will be assigned to determine the successful completion of the Feinstein Enriching America Program or a certification exam.

Prior Learning (PL)

Prior Learning credit is issued to students who have demonstrated knowledge or skills they have mastered outside the classroom through a Portfolio Assessment.

Challenge Examination (CX)

Challenge Examination credit is issued to students who have passed a departmental exam for specifically designated course(s) within a department.

No Grade (NG)

NG is issued temporarily when there is no grade provided by the faculty member. This grade is not factored into the student's GPA.

For more information on the grading system, consult the current **Student Handbook**.

TRANSCRIPTS

A transcript is a representation of a student's entire academic record while at Johnson & Wales. The University employs two types of transcripts: academic and performance. An academic transcript reflects a student's unabridged academic history at the institution; including all letter grades. A performance transcript identifies the practical skills associated with a student's academic coursework. Skills are graded as developing, validated, mastered or not tested. The purpose of a performance transcript is to better represent the practical skills obtained by the student.

Official transcripts may be released for a fee and only upon written request of the student; this is done in accordance with the Family Educational Rights and Privacy Act (FERPA). In addition, an official transcript will not be released if a student is not current in all financial obligations to the University. Official transcripts are printed on official paper, imprinted with the University seal, and then placed in sealed envelopes issued directly to the student or authorized designee. The fee for each undergraduate, graduate and doctoral official transcript is \$2.

Unofficial transcripts are free of charge. Likewise, they require a student's written release. Inactive students must be current in all financial obligations before any transcript is released. Active students, however, may print copies of their unofficial transcripts at self-service terminals located at Student Academic Services.

Transcript requests may be made in person, in writing or by fax to Student Academic Services. Inactive students request transcripts through Inactive Records. Official transcripts may be mailed or held for pickup by the student. Processing takes two to three business days; official transcripts will not be furnished without payment (by cash, check, or money order). Upon a student's explicit, written request, the University will fax an unofficial transcript. Faxed transcripts are never official.

ACADEMIC STANDARDS

The University expects all students, part time or full time, to meet minimum standards of academic achievement. Students are in good academic standing if they maintain a 2.0 or better cumulative grade point average, which is a graduation requirement. All freshman students begin in good academic standing.

ACADEMIC PROBATION

The student will be placed on academic probation if his or her GPA is less than 2.0, but higher than suspension standards. All students placed on probation will be advised by their academic counselor and will be offered tutoring. While on probation, a student may matriculate at the University and is eligible for financial aid. Students may matriculate on probationary status for no more than three consecutive terms.

During the time of academic probation, the student's progress is monitored by the Committee on Academic Standing. This committee determines whether to impose academic suspension or permanent academic dismissal if academic achievement standards are not met.

Students on probation who achieve a 2.0 or better GPA will return to good academic standing. Students on academic probation will need to meet with academic counselors before registering for courses.

SUSPENSION

Students will be placed on suspension if the student's GPA is below a 1.0 after the first term; if the student's GPA is below a 1.25 after the second term; if the student's GPA is below a 1.60 after the third term. The suspended student is not allowed to matriculate at the University and is expected to work on academic deficiencies. The student must petition the Committee on Academic Standing in order to reinstate and matriculate at the University. The student must provide documentation of academic or skills improvement.

CONTINUATION AS A NON-REGULAR STUDENT

If a student fails at any evaluation point to meet either the minimum academic achievement or successful course completion standards described above, the student may no longer continue at Johnson & Wales University as a regular student and is no longer eligible for federal and state student aid.

With approval from the academic counselor, the suspended student may continue as a non-regular student at the University for one term only and will not be eligible for federal, state or institutional student aid. (The student will be charged tuition consistent with stated tuition and fees.) This option allows the student the opportunity to retake courses or to practice skills that were unsuccessfully completed. The Dean of Academic Affairs/President must approve reinstatement based on evaluations made by instructors and academic counselors in addition to the student's academic progress.

Suspended students who are approved to readmit to the University will be placed on academic warning. These students risk permanent academic dismissal from the University if their GPA based on their attempted credits is the following:

Academic Dismissal

Attempted credits	Grade Point Average
0-41.5	below 1.25
42.0-61.5	below 1.50
62.0-81.5	below 1.60
82.0 or more	below 2.00

REINSTATEMENT AS A REGULAR STUDENT

If a student demonstrates that he or she is academically prepared to continue in the program after retaking courses or practicing skills as a non-regular student for a period not greater than one term, the student may be reinstated at the Providence, Florida, Denver or Charlotte campuses as a regular student including eligibility for federal, state and institutional student aid. Academic counselors must approve reinstatement based on evaluations made by instructors and academic counselors familiar with the work of the student. If reinstated as a regular student, the student will be placed on academic probation for at least one term.

Students who are academically dismissed before completing an A.A.S. degree may apply for reinstatement after earning an associate degree at an accredited postsecondary institution. A minimum of one term must pass between dismissal and reinstatement to a regular student status under this circumstance. If reinstated as a regular student, the student will be placed on academic probation for at least one term.

COURSE REPETITIONS AND INCOMPLETES

Grades earned or skills developed as a regular student or during the continuation period as a non-regular student (see this page) may be substituted for the previous course failures in the calculation of the student's grade point average. The repeated course will be calculated as a course attempted for purposes of determining satisfactory academic progress. The student may not extend their program beyond one-and-one-half times the normal program length.

MITIGATING CIRCUMSTANCES

The Committee on Academic Standing may waive interim satisfactory standards for circumstances of poor health, family crisis, or other significant occurrences beyond the control of the student. Documentation of the mitigating event and demonstration by the student of the adverse impact on the student's satisfactory progress must be provided.

ACADEMIC APPEAL PROCEDURE

Any appeals of the decision of the Committee on Academic Standing must be submitted to the president. Appeals must be submitted in writing within seven days of notification. The president and the dean of the respective college or school will consider the appeal. All decisions will be final.

SATISFACTORY ACADEMIC PROGRESS

A student must meet the listed standards of academic standing while enrolled at Johnson & Wales. The University requires that all courses be successfully completed and in the prescribed sequence of study in order to graduate. These standards apply to all students, part-time or full-time, enrolled in the standard program.

A student must complete an associate degree in no more than three academic years (nine terms). Failure to complete the A.A.S. degree in nine terms will result in forfeiture of the A.A.S. degree. A student must complete a bachelor's degree (including associate degree requirements if required) in no more than six academic years (18 terms). Failure to complete the program during the allotted time period will result in the dismissal of the student from the University.

A full-time student in a graduate program must complete all degree requirements within four years of active enrollment from the date of their initial matriculation into the graduate school.

Under no circumstances may any student extend as a regular student beyond one-and-one-half times the normal program length in order to complete the program. Time for an approved leave of absence will not be included in the calculation of a student's maximum program length.

Johnson & Wales requires that all courses be successfully completed in order to graduate. Undergraduate students must successfully complete the following percentages of the courses attempted for their degree program in

order to remain enrolled as a regular student. Where appropriate, adjustments will be made if a student is matriculating at less than full-time status. The evaluations occur at the points indicated below.

A.S. Degree

Minimum Successful Course Completion	% Credits Attempted
End of two terms	55% *
End of four terms	60% **
End of nine terms	100% **

B.S. Degree

Minimum Successful Course Completion	% Credits Attempted
End of first academic year	19% *
End of four terms	25% *
End of second academic year	55% *
End of nine terms	60% **
End of 13 terms	75% **
End of 18 terms = graduation	100% **

* Student may be put on probation.

** Failure to meet standard will result in dismissal.

Students who fail to meet the minimum institutional requirements of their program following periods of probation will no longer be eligible for any federal, state and institutional aid funds. Financial aid will be suspended until satisfactory academic progress is again achieved.

Students may appeal their satisfactory academic progress or academic standing to the Committee on Academic Standing by contacting the president of the Norfolk Campus. Appeals must be submitted in written form within seven days of notification. All decisions are final. Dismissals may not be appealed.

Withdrawals (Page 41), grades of "incomplete" (Page 41), failures (Page 40), repeated courses (Page 43), and transfer courses (Page 18) may affect your academic standing and progress. Remedial courses are not included in a student's program of study and therefore will not be reflected in the student's GPA. Johnson & Wales does not offer courses on a pass/fail basis.

APPLICATION OF STANDARDS

These satisfactory progress standards apply to all students, part-time or full-time, enrolled in the standard program. Satisfactory progress standards do not apply while the student has a non-regular student status (see Page 43).

LEAVES OF ABSENCE

Time for an approved leave of absence will not be included in the calculation of a student's maximum program length.

REMEDIAL COURSES

Remedial courses are not included in a student's program of study or GPA and therefore, will not affect satisfactory academic progress.

UNIT OF CREDIT

The University measures satisfactory academic progress using the quarter credit hour system. One quarter credit hour equals 10 classroom hours of instruction, 20 hours of laboratory work, or 30 hours of experiential education.

RESIDENCY REQUIREMENT

Candidates for the associate degree must earn their final 31.5 quarter hours of credit as enrolled students, half of which must be in the major area of study. Candidates for the Bachelor of Science Degree must earn their final 45 quarter hours of credit as enrolled students, of which 22.5 quarter hours' credit must be in the major area of study.

GRADUATION REQUIREMENTS

Graduation requires successful completion of a prescribed sequence of study and a minimum grade point average of 2.00. The Committee on Academic Standing reviews all students each term for cumulative as well as term grade point averages.

Additionally, students enrolled in the College of Culinary Arts and The Hospitality College, who are required to take Sanitation

Management (FSM1060), must pass the National Restaurant Association's sanitation exam with a 75% or higher to fulfill graduation requirements.

All associate level degrees require the completion of a minimum of 90 quarter credits. All bachelor level degrees require a minimum of an additional 90 quarter credits, for a total 180 quarter credits. While most major programs have variations that require slightly more quarter credits for completion, no program requires fewer than the 90/180 quarter credit minimum.

All students must be current in all financial obligations to the University, including tuition, fees and other expenses, before a diploma will be issued.

Permission to participate in commencement exercises does not imply that graduation requirements have been met.

HONORS

At commencement exercises, eligible degree candidates receive *cum laude*, *magna cum laude* and *summa cum laude* recognition according to their academic average and upon the recommendation of faculty. Students with the designated GPA will receive honors as follows: *cum laude*, 3.40–3.60; *magna cum laude*, 3.61–3.80; and *summa cum laude*, 3.81–4.00.

TRANSFER & CAREER PREREQUISITES

Students who intend to transfer to other colleges or enroll in graduate schools must determine the requirements of those institutions and plan their programs of study accordingly. Johnson & Wales University at Norfolk makes no claim or guarantee for transfer credit to other academic institutions. Similarly, students who intend to take state or foreign business, trade or professional licensing examinations should determine the prerequisites of those jurisdictions prior to selecting programs of study.

Johnson & Wales University in Providence, R.I.; North Miami, Fla.; Denver, Colo., and Charlotte, N.C. have baccalaureate programs in which graduates of Norfolk's Culinary Arts program may matriculate.

DEAN'S LIST

In recognition of scholastic achievement, full-time students (carrying a minimum of 12 quarter credit hours) at Johnson & Wales University who have achieved a term index of 3.40 or above receive Dean's List commendation.

ACADEMIC HONOR SOCIETIES

The **Silver Key Honor Society** recognizes full-time associate degree students who have achieved a 3.60 cumulative average for their first three terms of study.

The **Golden Quill Honor Society** recognizes full-time Bachelor of Science Degree candidates who have achieved a 3.60 cumulative average for their first three terms of baccalaureate study.

Alpha Beta Kappa is a national honor society which recognizes superior student academic achievement, character and leadership. The society may also elect a limited number of faculty, staff and alumni as honorary members.

Special Honors And Rewards Program (SHARP)

SHARP is an honors program designed for qualified undergraduate students who wish to accelerate their programs to complete degree requirements in less than the normally

required time. This is accomplished by increasing the student's course load each term as scheduling permits. SHARP results in savings of time and expenses for eligible students. Day division students accepted into SHARP may schedule for up to 25.0 credits with no additional fees. Continuing Education students accepted into SHARP may schedule for up to 19.5 credits. Interested students must complete a SHARP application, returning the completed form to their campus Student Academic Services Office.

The following students are eligible for SHARP:

1. Incoming freshmen who are honors graduates of approved secondary schools, have been elected to their state or national honor society, or have maintained a minimum cumulative GPA of 3.0
2. Students at Johnson & Wales who have maintained a 3.40 cumulative GPA for each term after the completion of their first term of full-time regular matriculation
3. New transfer students who maintained full-time enrollment at a previous institution and each term earned a cumulative GPA equivalent to Dean's List status for that institution

If a student does not exercise this option, SHARP eligibility may continue provided that the student maintains continuous full-time matriculation while maintaining a cumulative 3.40 GPA after all terms. The benefits provided by SHARP are not applicable during the summer sessions, during full-time practicum or internship terms, for independent studies, or for an additional culinary laboratory class. Preferred scheduling and graduation acceleration are

not guaranteed. Upon acceptance into SHARP, it is the student's responsibility to contact Student Academic Services concerning the scheduling of additional credits. SHARP students eligible to self-schedule will be able to schedule their additional credits via the telephone scheduling system.

If at any time during a matriculation period the student's cumulative GPA falls below the minimum 3.40 requirement, the student is no longer eligible for SHARP and is dropped from the program permanently. If additional credits are scheduled, Student Academic Services will adjust the student's schedule as necessary. Students who have been denied or dropped from SHARP may not reapply.

AWARDS

Special awards are presented each year to graduating students. These include the President's Award, the Alumni Award and the Chesapeake Bay Wine Scholar Award, and are based on decisions made by an awards committee consisting of faculty and administrative staff members.

ACADEMIC FUNCTIONS

Commencement is held annually at the end of the academic year. At these exercises, degrees are conferred upon candidates who have completed the necessary degree requirements during the year.

NOTICE OF NONDISCRIMINATION

Johnson & Wales University does not discriminate unlawfully on the basis of race, religion, color, national origin, age, sex, sexual orientation, or disability, in admission to, access to, treatment of, or employment in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Compliance Officer, Johnson & Wales University, One Cookson Place, Sixth Floor, Providence, RI 02903, (401) 598-1423. Inquiries concerning the application of nondiscrimination policies may also be referred to the Regional Director, Office for Civil Rights, U.S. Department of Education, J.W. McCormack P.O.C.H., Room 701, 01-0061, Boston, MA 02109-4557.

(The term "sexual orientation" shall mean and be limited to having an orientation for or being identified as having an orientation for heterosexuality, bisexuality, or homosexuality. This Notice of Nondiscrimination shall not be interpreted to prohibit Johnson & Wales University from maintaining separate facilities, sports teams, housing, university-based social fraternities and sororities, and other programs and facilities, for males and females, in accordance with the provisions of Section 16-38-1.1 of the General Laws of Rhode Island, as the same may be amended from time to time. With respect to insurance benefits, housing, and other benefits that are based on documentable, legal, marital relationships, unmarried persons, whether heterosexual, bisexual, or homosexual, who are not legally married, shall not be eligible for such benefits.)

Student Services

CAREER DEVELOPMENT

The Career Development Office provides students with career guidance and placement information, including career coaching and instruction in the techniques of resume preparation, job application and interviews.

ERecruiting.com is an online job search system that assists students and graduates in locating full-time and summer employment. Access to ERecruiting.com can be obtained by visiting the Career Center.

Part-time positions are posted on the Career Center bulletin boards. Although the securing of positions cannot be guaranteed, every effort is made to assist you in obtaining desirable employment.

Career Day is an annual event held for the entire student body. Participating employers speak with students about the various career opportunities within their companies and industries. Students also have the opportunity to interview with many of these industry leaders following Career Day.

Each year, numerous companies from throughout the United States visit the campus to recruit students through on-campus interviews.

To assist students in building professional credentials valued by employers, Johnson & Wales has instituted a career passport system. A unique tool, it shows students how their classroom and work experiences, as well as personal achievements, can be documented and translated into marketed skills to help secure a position in the food service industry.

Career Service Coordinators are available to help students make the right employment decision. And, through national affiliations and the assistance of the University Alumni Association, Johnson & Wales can assist graduates in finding employment throughout the country.

Ninety-eight percent of Johnson & Wales graduates from the 50 states seeking employment within 60 days of graduation are employed within that time.

All graduating students must complete a final exit interview at the end of the career planning course and submit a signed Pre-Graduation Placement Survey prior to their graduation from the University.

SPECIAL NEEDS/ STUDENTS WITH DISABILITIES

The Dean of Academic Affairs works with students needing special classroom accommodations. Students requiring special accommodations are asked to provide the necessary documentation to their Academic Counselor. As long as the student meets all legal requirements, special accommodations will be determined based on appropriateness to his/her special needs. Students who feel they may need special accommodations, but do not have documentation are encouraged to visit work with an Academic Counselor to determine a course of action to find out whether or not a special need may exist. For more information on technical standards, see Page 53.

Counseling

The Norfolk Campus of Johnson & Wales University offers counseling services through the Bon Secours Student Assistance Program (SAP) and Employment Assistance Program (EAP). These services provide confidential and professional counseling for personal or school-related issues. Counselors have on-campus hours and other available hours between 8:30 a.m. and 5:00 p.m. For further information or to schedule an appointment, call 1-800-327-3257.

RESIDENTIAL LIFE

Students may reside at University-sponsored student housing located in University Village at Old Dominion University, another of Norfolk's prestigious universities. Resident students live in a comfortable, secure apartment complex and have full access to ODU's library; activity centers including an Olympic-sized swimming pool, weight rooms and video arcades; and the Webb Center, a 187,000-square-foot student union featuring food courts, retail stores, lounges and a travel agency.

Johnson & Wales provides a free shuttle service for convenient transportation between academic and residence facilities.

A residential life coordinator oversees student housing to provide an optimal college living experience. Resident assistants, students selected for their ability to understand and work with fellow resident students, assist the residential life coordinator in organizing activities such as movie nights. At least one Resident Assistant is on call at all times.

SAFETY & SECURITY

The President/Dean of Academic Affairs serves as security manager, Monday through Friday, 8:30 a.m. to 4:30 p.m. A security guard is on premise after office hours whenever classes or special events are scheduled.

In compliance with the Crime Awareness and Campus Security Act of 1990, Johnson & Wales University publishes an annual security report which discloses information about campus security policies and procedures, and statistics concerning reported crimes that occurred on campus, on University-controlled property, and on public property immediately adjacent to campus. Copies of the report may be obtained from the Admissions Office and/or Security Manager.

Program of Study

CULINARY ARTS

College of Culinary Arts

ASSOCIATE IN APPLIED SCIENCE (A.A.S.) DEGREE

The associate degree program in Culinary Arts provides students with practical education in food production, while developing professionalism and excellence in academic achievement. Students progress through a program of study that builds proficiency in food production and cooking, cost control, nutrition, sanitation and food marketing. Hands-on training is paired with traditional academic courses resulting in a curriculum that is both dynamic and directly aligned with industry needs.

The Culinary Arts program's first-year laboratory classes emphasize basic cooking and baking methods, as well as dining room procedures, while academic areas include mathematics, introduction to life science, English composition, career management and sanitation.

Second-year laboratories include advanced techniques in classical/international cuisines, garde manger, patisserie/dessert and dining room, as well as the academic areas of leadership, personalized nutrition management, communication skills, introduction to menu planning and cost control.

During Culinary Arts Internship at University-owned hotels and restaurants, including the Radisson Airport Hotel and the Johnson & Wales Inn, students participate in actual public food service operations in preparation for future careers.

Graduates of the associate degree program in Culinary Arts have the opportunity to gain immediate, successful employment in the food service industry, which would include a variety of positions in full service restaurants, hotels, clubs and resorts, catering operations, quantity food production facilities, health spas and cruise lines.

Students enrolling at the Charleston, S.C. or Norfolk, Va. campuses in September 2003 may complete only their associate degrees at these campuses, with the opportunity to transfer to one of our campuses in Providence, R.I., North Miami, Fla., Denver, Colo. or Charlotte, N.C. to complete their bachelor's degrees.

Other bachelor's degree options include Culinary Arts* at the Providence or North Miami campuses, or Culinary Nutrition* at the Providence Campus. Graduates who wish to pursue their bachelor's degrees may also choose from Baking & Pastry Arts*, Food Service Management, Food Marketing or Food Service Entrepreneurship programs. Refer to the Programs of Study chart on Page 4 for campus locations.

* Students interested in entering any of these programs must complete and submit an application to the Program Director. Preference is given to students who achieve a 3.00 GPA or higher upon completion of their first two years of study. Selection is based on previous academic performance, industry experience and professional recommendations.

COOPERATIVE EDUCATION

Eligible second-year Culinary Arts students may apply for a Selective Career Cooperative Education assignment in place of the Culinary Arts Internship. These paid cooperative education assignments allow students to gain academic credit as well as invaluable work experience. Selected students work a minimum of 40 hours per week on a schedule established by their co-op employer. To be eligible to apply for the domestic co-op program, students must maintain a cumulative grade point average of 2.75, maintain a clean record of behavior as defined by the Student Code of Conduct, and must have completed all prerequisite coursework.

Selected students are assigned to a pre-qualified co-op employer that represents most segments of the food service industry. These include hotels, restaurants, country clubs, resorts, spas, contract food service providers and casinos.

The international co-op experience offers a select group of Culinary Arts students a practical, work-related, experiential training opportunity at host company sites throughout the world, which are chosen by the University. In addition to meeting specific college eligibility requirements, students interested in completing co-op in a targeted country must exhibit the necessary conversational language skills of that country, must maintain a 3.25 cumulative grade point average and have a minimum of one year of work experience in a full-service restaurant or similar experience in a hotel or resort.

CULINARY ARTS

A two-year program leading to the associate in applied science degree.

MAJOR COURSES		CREDITS
CUL1315	Stocks, Sauces and Soups	3.0
CUL1325	Essentials of Dining Room	3.0
CUL1335	Traditional European Cuisine	3.0
CUL1345	Introduction to Baking & Pastry	3.0
CUL1355	New World Cuisine	3.0
CUL1365	Principles of Beverage Service	3.0
CUL1375	Nutrition & Sensory Analysis	3.0
CUL1385	Fundamentals of Food Service Production	3.0
CUL1395	Purchasing and Product Identification	3.0
CUL1405	Skills of Meatcutting	3.0
CUL2215	Garde Manger	3.0
CUL2225	Classical French Cuisine	3.0
CUL2235	Advanced Dining Room Procedures	3.0
CUL2245	International Cuisine	3.0
CUL2255	Advanced Patisserie/Dessert	3.0
Culinary Arts Applications*		15.0
CUL2176	Culinary Arts Externship	
CUL2276	Culinary Arts Internship	
CUL2296	Culinary Arts Cooperative Education	

RELATED PROFESSIONAL STUDIES

CAR0005	Career Planning	0.5
CAR1003	Introduction to Career Management	1.5
FSM1060	Sanitation Management**	2.0
FSM1999	NRA Sanitation Certification Exam	0.0
FSM2045	Introduction to Menu Planning & Cost Control	4.5
FSM2050	Personalized Nutrition Management	4.5

GENERAL STUDIES

ENG1020	English Composition	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH1002	A Survey of College Mathematics	4.5
SCI1015	Introduction to Life Science	4.5

Total Credits **95.5**

* Students select or are assigned to one of the Culinary Arts Applications for 15 quarter credit hours of the program.

** Students must take the NRA Sanitation Certification Exam and receive a minimum score of 75% in order to graduate.

NOTE: Students must have MATH0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: FSM2045, MATH1010, MATH1020 or MATH1040.

FOUR-YEAR OPTIONS:

- Baking & Pastry Arts (Providence only)
- Culinary Arts (Providence and Florida)
- Culinary Nutrition (Providence only)
- Food Marketing (Providence only)
- Food Service Entrepreneurship (Providence only)
- Food Service Management (Providence, Florida, Denver and Charlotte)

FOOD SERVICE MANAGEMENT

(The Hospitality College)

BACHELOR OF SCIENCE (B.S.) DEGREE

The Food Service Management program prepares graduates for management challenges in the diverse, fast paced and rapidly changing food service industry. This curriculum provides ample opportunity for the food service professionals of tomorrow to build upon their leadership and management abilities, critical thinking skills, problem solving techniques, strong financial analysis skills and customer awareness. The Food Service Management degree develops a solid management philosophy in its graduates and prepares them for bright and rewarding careers in the food service industry.

Graduates of the Food Service Management bachelor's degree program can attain positions as restaurant managers, kitchen managers/ sous chefs, food & beverage directors, catering managers, banquet managers, room service managers, or dining room managers, depending upon the associate degree received and/or concentrations selected.

Johnson & Wales students at the Norfolk campus enjoy the added benefit of having two concentrations included in their bachelor's degree curriculum. The Food & Beverage concentration is ideal preparation for future work in beverage, non-commercial or chain-franchise operations. The Leadership Studies concentration helps students learn about and develop leadership skills that are critical in any profession.

Food & Beverage Management Concentration

FSM3010 Beverage Service Management
 FSM4040 Contract Food Service Management
 HOSP3060 Private Club Management

Leadership Studies Concentration

FSM3035 Executive Chef Supervisory Development
 LEAD2001* Foundations of Leadership Studies
 PHIL3040 Ethics of Business Leadership

* LEAD2001 is completed at the associate degree level of study.

FOOD SERVICE MANAGEMENT

A four-year program leading to the Bachelor of Science Degree for two-year **Culinary Arts** program graduates.

First two years:

Associate in Science degree in Culinary Arts (see previous page) 95.5

Third and fourth years:

MAJOR COURSES	CREDITS
FSM3001 The Management of Food Service Systems	4.5
FSM3010 Beverage Service Management	4.5
FSM3035 Executive Chef Supervisory Development	4.5
FSM3070 Contemporary Issues in the Food Service Industry	4.5
FSM4040 Contract Food Service Management	4.5
FSM4061 Advanced Food Service Operations Management	4.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP3060 Private Club Management	4.5
HOSP4060 Hospitality Management Seminar	4.5

RELATED PROFESSIONAL STUDIES

ACCT1011 Hospitality Accounting I and Lab	5.5
ACCT1012 Hospitality Accounting II and Lab	5.5
ACCT3025 Hospitality Financial Management and Lab	5.5
CAR0010 Career Management Capstone	1.0
LAW2010 Hospitality Law	4.5

GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1001 An Introduction to Literary Genres	4.5
ENG1021 Advanced Composition & Communication	4.5
HIST4020 American Government	4.5
MATH2001 Statistics	4.5
PHIL3040 Ethics of Business Leadership	4.5
PSYC2001 General Psychology	4.5
SOC2001 Sociology I	4.5

Total Credits 103.0

Four-Year Total Credit 198.5

Technical Standards

COLLEGE OF CULINARY ARTS

To participate in any program in the College of Culinary Arts, each student, with or without reasonable accommodations, must be able to safely and effectively

- communicate in person with co-workers and guests
- attend and participate in laboratory and production classes of up to six hours in length
- lift and transport food and other culinary product, equipment, small wares and utensils
- lift and transport trays with hot and cold plated foods, small wares, and other items, and serve and clear tables where guests are seated
- pour and serve liquids and beverages, including hot liquids
- use knives and other commercial cooking utensils
- operate commercial cooking and food service equipment
- maneuver in professional or commercial kitchens, dining rooms and related facilities
- test and evaluate the taste, appearance, texture and aroma of food and beverage products
- use commercial cleaning and sanitizing equipment and materials

The foregoing technical standards are essential to all programs of instruction in the College of Culinary Arts and also reflect industry requirements and standards.

THE HOSPITALITY COLLEGE

To participate in the Food Service Management program in The Hospitality College, each student, with or without reasonable accommodations, must be able to safely and effectively

- communicate with fellow workers, guests and customers in person and by telephone
- attend and participate in both day and night shift (including third shift) classes
- input data into and retrieve data from a computer
- lift, transport and set up moveable hotel furniture, serving equipment and cleaning equipment, and safely and effectively operate or use such items in the preparation, utilization and maintenance of hotel or institutional facilities
- attend and participate in laboratory and food production classes of up to six hours in length
- lift and transport food and other culinary product, equipment, small wares and utensils
- lift and transport trays with hot and cold plated foods, small wares and other items, and serve and clear tables where guests are seated
- pour and serve liquids and beverages, including hot liquids
- use knives and other commercial cooking utensils
- operate commercial cooking and food service equipment
- maneuver in professional or commercial kitchens, dining rooms and related facilities
- test and evaluate the taste, appearance, texture and aroma of food and beverage products
- perform commercial or institutional house-keeping tasks (such as bedmaking) and use commercial cleaning and sanitizing equipment and materials

The foregoing technical standards are essential to the programs of instruction in The Hospitality College and also reflect industry requirements and standards.

Course Descriptions

GUIDE TO THE ALPHA-NUMERIC COURSE NUMBERING SYSTEM

Alphabetic

Code Discipline

Alan Shawn Feinstein Graduate School

EVNT Event Leadership
 GRAD Graduate Studies
 TOUR Tourism Planning

Career Development

CAR Career Management

College of Business

ACCT Accounting
 ADVC Advertising Communications
 BUS Business
 ECON Economics
 ENTR Entrepreneurship
 EQN Equine
 FISV Financial Services Management
 IBUS International Business
 LAW Law
 MGMT Management
 MRKT Marketing
 RTL Retail
 SEC Secretarial

College of Culinary Arts

BPA Baking & Pastry Arts
 CUL Culinary Arts
 NUTR Culinary Nutrition

The Hospitality College

FSM Food Service Management
 HOSP Hospitality Management
 IHTV International Hotel & Tourism
 REC Recreation/Leisure Studies
 SEE Sports/Entertainment/Event Management
 THRP Therapeutic Recreation
 TRVL Travel/Tourism

School of Arts & Sciences

ART Art
 ENG English
 ESL English Language Institute
 FREN French
 GER German
 HIST History
 LEAD Leadership Studies
 LIT Literature
 MATH Mathematics
 PHIL Philosophy
 PSCI Political Science
 PSYC Psychology
 REL Religion
 RSCH Research
 SCI Science
 SOC Sociology
 SPAN Spanish
 SVL Service Learning

Alphabetic

Code Discipline (continued)

School of Education

CFS Consumer and Family Studies
 EDUC Education
 SPED Special Education

School of Technology

CAD Computerized Drafting
 CGRA Computer Graphics
 CSIS Computer Science
 ENGN Engineering
 FIT Foundations in Technology
 ITEC Information Technology
 SCI Science
 TECH Technology Experiential Education

Other

ABRD Academic International Programs
 PHYS Physical Education
 PSKL Performance Skill Test

Numeric Values

0001–0999 Non-credit and/or institutional credit courses
 1000–1999 Introductory courses
 2000–3999 Intermediate courses
 4000–4999 Advanced courses
 5000–6999 Graduate courses
 7000–9999 Doctoral courses

First Digit

1 Freshman level
 2 Sophomore level
 3 Junior level
 4 Senior level
 5–6 Graduate level
 7–9 Doctoral level

Miscellaneous

CS Denotes a career sampler course
 GS Denotes a general studies course outside of the School of Arts & Sciences
 H Denotes an honors course
 HO Denotes an honors-option course
 PT Denotes a course in which performance transcript skills are measured
 SL Denotes a possible service learning module
 WI Denotes a writing-intensive course

Career Development

PROFESSIONAL DEVELOPMENT

CAR0005 CAREER PLANNING

This course teaches students to develop and implement career planning strategies, job search techniques and skill development necessary for initial employment. Students learn how to research and discover the benefits of experiential learning like internships and cooperative education as well as community service opportunities. The values of continued education, leadership and personal financial management are also discussed. Prerequisite: CAR1003.
Quarter Credit Hours 0.5

CAR0010 CAREER MANAGEMENT CAPSTONE

This course expands on the issues covered in PD0005 and allows students to create a three-year career plan. It provides an in-depth description of the Career Development and Alumni Relations offices as well as the personal benefits of using such services. Students learn how to evaluate and compare multiple job offers to find the most suitable company for which to work. Students also learn techniques to be successful in their careers and at their individual employments. Other topics include personal financial management strategies and graduate school. Prerequisite: CAR0005. (PT)
Quarter Credit Hours 1.0

CAR1003 INTRODUCTION TO CAREER MANAGEMENT

This course teaches students how to manage their own careers through a mastery of career planning, employment search techniques and skills verification. Emphasis is placed on establishing individual career goals, developing self-marketing documents, and building credentials in 10 major success categories. Students learn how to effectively market themselves and use their Career Passport System throughout their entire career. (PT)
Quarter Credit Hours 1.5

College of Business

ACCOUNTING

ACCT1011 HOSPITALITY ACCOUNTING I AND LAB

This course is designed to combine the concepts of accounting theory and practice with the specialized requirements of the hospitality industry. The course introduces the nature and purpose of accounting, the double-entry system, hospitality accounting documents and special journals, adjusting entries, the worksheet, financial statements and the year-end closing process. The student will learn the complete accounting cycle for a proprietorship and corporation form of business using either a periodic or perpetual inventory accounting system.
Quarter Credit Hours 5.5

ACCT1012 HOSPITALITY ACCOUNTING II AND LAB

This course is based on the Uniform System of Accounts as approved by the American Hotel & Motel Association. Comprehensive coverage is given to revenue and expense accounting, the periodic inventory method, preparation of departmental and corporate financial statements for a hotel, ratio analysis, accounting for intangible assets, and selective topics in property and equipment accounting and hospitality payroll.
Prerequisite: ACCT1011.
Quarter Credit Hours 5.5

ACCT3025 HOSPITALITY FINANCIAL MANAGEMENT AND LAB

This course presents how accounting information is used by management to analyze and measure the efficiency and profitability of a hospitality business. The course emphasizes the managerial uses of accounting data in decision making, preparation of budgets and variance analysis, relevant cost analysis, regression analysis and cost-volume-profit relationships.
Prerequisite: ACCT1012.
Quarter Credit Hours 5.5

ECONOMICS

ECON1001 MACROECONOMICS

This course is designated as the first of two courses serving as an introduction to economics. It is a survey course covering the foundations of economics and focusing on macroeconomic concepts and issues such as the features and goals of capitalism, the market system, national income, business cycles, macroeconomic theories, and monetary and fiscal policy. (GS)
Quarter Credit Hours 4.5

ECON2002 MICROECONOMICS

This course consists of microeconomic principles and issues. Course content examines and analyzes both the product and resource markets with emphasis on demand, supply and elasticities. In addition, the costs of production and the basic market models of firms' short run and long run operations are discussed. Other topics covered include various current domestic microeconomic problems, as well as international economic issues such as international trade and foreign exchange. Prerequisite: ECON1001. (GS)
Quarter Credit Hours 4.5

LAW

LAW2010 HOSPITALITY LAW

This is an introductory course with emphasis placed on hotel and restaurant issues. Topics include: sources of law, court systems, jurisdiction, contracts, negligence, the innkeeper-guest relationship, and liability arising from the service of food and alcoholic beverages.
Quarter Credit Hours 4.5

College of Culinary Arts

CULINARY ARTS

CUL1315 STOCKS, SAUCES AND SOUPS

Students are introduced to cooking techniques of simmering and boiling. Lecture, demonstration and production focus on stocks, sauces, soups and related ingredients. The proper use of knives, tools, smallwares and equipment will be emphasized. (PT)
Quarter Credit Hours 3.0

CUL1325 ESSENTIALS OF DINING ROOM

Students are introduced to front-of-the-house operations and professional dining service techniques. Quality service, positive guest relations, effective communication skills, guest check writing and cash operations are emphasized. Students actively perform modern American plate service and hot and cold beverage service on a daily basis. Banquet, Buffet, French, Russian, and Family service styles are also introduced and analyzed.
Quarter Credit Hours 3.0

CUL1335 TRADITIONAL EUROPEAN CUISINE

Students are introduced to the cooking techniques of braising and stewing. Lecture, demonstration and production revolve around traditional European cuisine, ingredients and plate presentations.
Quarter Credit Hours 3.0

CUL1345 INTRODUCTION TO BAKING & PASTRY

Production will include basic breads and rolls, starting with mixing, proofing and proper baking temperatures, laminated dough, muffins, quick breads, cookies and pies. Proper use of the baker's scale, liquid measurement and equipment identification are a primary focus for this course.

Quarter Credit Hours 3.0

CUL1355 NEW WORLD CUISINE

Students engage in the discussion and application of grilling/broiling, roasting and deep-frying cooking techniques. Lecture, demonstration and production revolve around North, Central and South American ingredients and plate presentations. (PT)

Quarter Credit Hours 3.0

CUL1365 PRINCIPLES OF BEVERAGE SERVICE

The course combines introduction and application of beverage, bartending and service. Students are introduced to the identification, production, and service of nonalcoholic beverages, beer, wine, spirits, cordials, cocktails, mixed drinks, coffee and tea. Students are introduced to sensory evaluation of beverages. This class incorporates and requires the student becoming certified in an industry recognized alcohol training intervention procedures program.

Quarter Credit Hours 3.0

CUL1375 NUTRITION AND SENSORY ANALYSIS

Students engage in the discussion and application of steaming and poaching cooking techniques. Lecture, demonstration and production revolve around nutritional analysis of menus, recipes and sensory evaluation (sensory analysis of food). The focus will be on production of nutritional applications for soups, vegetables, salads, fresh pastas, entrées and desserts. (PT)

Quarter Credit Hours 3.0

CUL1385 FUNDAMENTALS OF FOOD SERVICE PRODUCTION

Students are introduced to cooking techniques of baking, sautéing and shallow frying. Lecture, demonstration and production focuses on fats, oils, seasonings, flavoring and plate presentation. (PT)
Quarter Credit Hours 3.0

CUL1395 PURCHASING AND PRODUCT IDENTIFICATION

Students engage in identifying and handling various fresh, frozen, canned, dry ingredients and sundry items. Food service purchasing, receiving, handling, storage, issuing and evaluation processes are discussed and demonstrated. Purchasing automation, computerized purchasing and HACCP systems are discussed and demonstrated in this course.

Quarter Credit Hours 3.0

CUL1405 SKILLS OF MEATCUTTING

Purchasing, receiving, evaluating and proper storage procedures will be discussed. Emphasis is placed on primal and sub-primal cuts, federal inspections, grading, yields, and the classification of meats, poultry and game. Laboratory activities include hands-on fabrication of pork, beef, poultry and lamb.

Quarter Credit Hours 3.0

CUL2176 CULINARY ARTS EXTERNSHIP

Culinary Arts Externship provides students with a "hands-on" learning experience in preparing and serving food and beverages in diverse industry work settings. Selected students will be exposed to various culinary arts settings with permission of the Dean of the College of Culinary Arts. Academic credit is awarded for this experience.

Quarter Credit Hours 15.0

CUL2215 GARDE MANGER

Students will be introduced to modern and traditional techniques in the preparation of cold entrées, pâtés, terrines, galantines, chaud-froid and ice carving. Students plan, organize and set up buffets. This course also concentrates on the practical techniques of platter design and presentations.

Quarter Credit Hours 3.0

CUL2225 CLASSICAL FRENCH CUISINE

Students are exposed to the preparation of French dishes in the traditional way. French menu terminology, tableside cooking and compound sauces are taught. Emphasis is placed on sautéing, baking, roasting, braising, and poaching techniques. (PT)

Quarter Credit Hours 3.0

CUL2235 ADVANCED DINING ROOM PROCEDURES

Students are exposed to advanced table service techniques, tableside preparation, the importance of team service and guest satisfaction. Students apply team service utilizing primarily French and Russian service. Students are introduced to French, Italian, and German wines and the laws regulating them. Students gain experience in cash operational procedures, and are introduced to forecasting sales and merchandising.

Quarter Credit Hours 3.0

CUL2245 INTERNATIONAL CUISINE

The course will focus on practicing baking, roasting, frying, sautéing, stir-frying, braising and steaming through menu production from countries including Mexico and the Caribbean; Spain and Morocco; Northern Italy; Southern Italy; Eastern Europe; Greece and Turkey; India, Indonesia, and Thailand; Japan, Korea, Philippines, and Polynesia; and China.
Quarter Credit Hours 3.0

CUL2255 ADVANCED PATISSERIE/DESSERT

Emphasis will be placed on the production of creams, ice creams, sorbets, mousse, chocolate, strudel, filo (phyllo), sauces and plated desserts. Daily presentation of individual desserts and creative plate presentation are featured.
Quarter Credit Hours 3.0

CUL2276 CULINARY ARTS INTERNSHIP

Culinary Arts Internship provides students with a "hands-on" learning experience in preparing and serving food and beverages at the University's state-of-the-art internship facilities.
Quarter Credit Hours 15.0

CUL2296 CULINARY ARTS COOPERATIVE EDUCATION

In this course, experiential learning takes place in diverse industry work settings. Selected students are exposed to various culinary and pastry arts kitchen rotations. Upon completion, the student will have a better understanding of the demands and expectations of the food service industry. Academic credit is awarded for this "hands-on" experience.
Quarter Credit Hours 15.0

FOOD SERVICE MANAGEMENT

FSM1060 SANITATION MANAGEMENT

Students will explore the fundamentals of food and environmental sanitation. This course will look at the origins of foodborne illness and the implementation of HACCP. The National Restaurant Association ServeSafe exam will be administered in this course to fulfill the FSM1999 graduation requirement.
Quarter Credit Hours 2.0

FSM1999 NATIONAL RESTAURANT ASSOCIATION SANITATION CERTIFICATION EXAM

This exam must be passed with a minimum grade of 75% to graduate. This requirement applies to all programs requiring FSM1060. (PT)
Quarter Credit Hours 0.0

FSM2045 INTRODUCTION TO MENU PLANNING AND COST CONTROLS

This is a course designed to acquaint the student with the various segments of the food service industry, the understanding of how a professional menu is developed, the major areas of cost and sales, and the control needs within each of these areas. Emphasis is placed upon budgeting and computer assisted control.
Prerequisite: MT0001 or placement.
Quarter Credit Hours 4.5

FSM2050 PERSONALIZED NUTRITION MANAGEMENT

This course will emphasize the principles of nutrition, the six basic nutrients and related health concepts. Various eating behaviors, recommended dietary intakes, and tools for diet planning will be explored. Students will create an in-depth computerized personalized nutrient profile, which will be self-analyzed for nutritional adequacy.
Quarter Credit Hours 4.5

FSM3035 EXECUTIVE CHEF SUPERVISORY DEVELOPMENT

This course is designed to allow the student to learn and to explore human resource management theory and procedures as it applies to the food service industry. Students will learn proper procedures to hire, train, motivate and discipline employees, as well as to perform employee appraisals. Current human resource management issues and current labor legislation law will be discussed as they apply to preparing future chefs and managers for successful leadership roles in the food service industry. (WI)
Quarter Credit Hours 4.5

The Hospitality College

FOOD SERVICE MANAGEMENT

FSM3001 THE MANAGEMENT OF FOOD SERVICE SYSTEMS

Students will examine the complex and integrated nature of the hospitality industry and how various segments, such as lodging and tourism, impact the management and operation of food service establishments. This course is intended to prepare students to apply sound management principles to situations encountered within the hospitality industry.
Prerequisite: CUL2276 or CUL2286 or CUL2296.
Quarter Credit Hours 4.5

FSM3010 BEVERAGE SERVICE MANAGEMENT

This intermediate course will introduce the student to the history of the beverage industry as well as production and classification of beverage alcohol. Furthermore, the student will be introduced to the sales, service and control systems of the beverage industry. Responsible beverage service will be stressed. The student will have an opportunity to sit for a responsible beverage service certification examination.
Prerequisite: FSM3001 or an A.A.S. in Culinary Arts.
Quarter Credit Hours 4.5

FSM3070 CONTEMPORARY ISSUES IN THE FOOD SERVICE INDUSTRY

This upper-level course focuses on the current issues impacting the food service industry. Emphasis is placed on decision-making and critical thinking skills as they relate to the ever-changing macro/microenvironment. Course topics change on a term-by-term basis. Prerequisite: FSM3001. (WI)
Quarter Credit Hours 4.5

FSM4040 CONTRACT FOOD SERVICE MANAGEMENT

This upper-level course emphasizes the contract or noncommercial segment of the food service industry. The traditional contract fields of business/industry, university/school, healthcare, recreation areas and catering are explored in depth. Contracts for these food service area are evaluated from the client, contractor, guest and unit manager's perspectives. Prerequisite: a Culinary Arts A.A.S. degree. Quarter Credit Hours 4.5

FSM4061 ADVANCED FOOD SERVICE OPERATIONS MANAGEMENT

This upper-level capstone course concentrates on integrating critical competencies of management in a small food service setting. Emphasis is placed on menu development, marketing, staff scheduling, production planning and implementation, service and fiscal accountability. Students manage the food service operation. Prerequisite: FSM3001. Quarter Credit Hours 4.5

HOSPITALITY MANAGEMENT

HOSP3050 HOSPITALITY STRATEGIC MARKETING

This is an upper-level course dealing with the broad scope of hospitality marketing placing emphasis on the analysis, structure and strategy of the hospitality marketing department, departmental budgeting, allocation of resources, market research, media selection and effectiveness of the marketing plan. Case studies and assigned readings examine current marketing issues. A directed work project may be incorporated into this course. Quarter Credit Hours 4.5

HOSP3060 PRIVATE CLUB MANAGEMENT

This upper level course examines the private club industry and its specific challenges. Emphasis is placed upon the manager's role with the governing board, membership, staff and management of the clubhouse and recreation activities. Quarter Credit Hours 4.5

HOSP4060 HOSPITALITY MANAGEMENT SEMINAR

This is a senior-level capstone course designed to give students insight into hospitality policy. Using a variety of teaching methods including the case-study approach, realism is introduced into the classroom improving the critical thinking and decision making ability of the student. The course is also designed to integrate appropriate computer-based simulation and application programs into management theory. A directed work project may be incorporated into this course. Prerequisites: ACCT3025, HOSP3050. Quarter Credit Hours 4.5

School of Arts & Sciences

ENGLISH

ENG1001 AN INTRODUCTION TO LITERARY GENRES

This course prepares students to read, analyze and write about the major literary genres: poetry, fiction and drama. Students are exposed to a variety of forms and styles in each genre from a wide range of historical periods. Literary selections represent a diverse group of classic and contemporary writers, poets and playwrights. (WI) Quarter Credit Hours 4.5

ENG1020 ENGLISH COMPOSITION

This course provides the student with basic writing skills, with concentration on sentence and paragraph development. The student begins the course with instruction in the fundamentals of punctuation, capitalization, usage, correct sentence structure and construction. Three-part construction and writing as a process are stressed, and a minimum of two full-length essays are written. Elements of research are included in this course. (WI) Quarter Credit Hours 4.5

ENG1021 ADVANCED COMPOSITION AND COMMUNICATION

This course is a continuation of ENG1020 English Composition. Students analyze and discuss more complex rhetorical strategies and produce essays and technical writings using the process approach. Critical thinking training in conceptualization, analysis and synthesis is reinforced as students develop essays, peer edit and present them to the class. Written and oral practice in expressing ideas with precision, clarity and economy is essential. In addition, business communication is correlated with these skills. A research project is required. Prerequisite: ENG1020. (WI) Quarter Credit Hours 4.5

ENG1030 COMMUNICATION SKILLS

This is an introductory course which focuses on communication skills essential to career and personal success. Emphasis is placed upon awareness of and adaptation to the audience, ethical responsibility and cultural diversity. Students will progress in gradual stages, gaining an understanding of the communication process along with confidence and experience in numerous speaking, listening and small group interactions. (PT) Quarter Credit Hours 4.5

HISTORY

HI4020 AMERICAN GOVERNMENT

An examination of the political and governmental system of the United States, the principles upon which it is founded, and the institutions and systems which comprise it. Topics to be discussed are constitutional foundations, federalism, political parties, public opinion, interest group activities, civil liberties and decision-making in institutions of American national government, such as Congress, the presidency and the Supreme Court. Quarter Credit Hours 4.5

LEADERSHIP STUDIES

LEAD2001 FOUNDATIONS OF LEADERSHIP STUDIES

This course delineates the principles that are important in the development of a leader for the 21st century. Discussion of the role and function of a leadership position will include an in-depth analysis and study of needs impacting individuals, organizations and society. (PT) (WI)
Quarter Credit Hours 4.5

MATHEMATICS

MATH0001 MATHEMATICS LAB

Students are assigned to this course based on placement tests given prior to taking MATH1020 or MATH1002. The course is designed to teach students the basic mathematical concepts and methods that will prepare them for studying college level mathematics. Topics include a review of basic arithmetic, an introduction to algebra, and problem-solving techniques. Quarter Credit Hours 1.5 (Institutional)

MATH1002 A SURVEY OF COLLEGE MATHEMATICS

This course is designed to teach students the basic mathematical concepts and methods that will assist them in using mathematics in both their personal and professional lives. Topics include problem solving, sets, probability, statistics, and the rudiments of college algebra. Prerequisite: MATH0001 or placement. (PT) Quarter Credit Hours 4.5

MATH2001 STATISTICS

This course acquaints the student with statistical procedures. Statistical averages, skewness and dispersion and sampling are discussed at length. Collection of data and presentation of data are also discussed, as is probability. Prerequisite: MATH1002 or equivalent.
Quarter Credit Hours 4.5

PHILOSOPHY

PHIL3040 ETHICS OF BUSINESS LEADERSHIP

This course examines the basic principles of ethics and their philosophical foundations, particularly as they apply to institutions, environments, leadership and other activities and pursuits of business. It examines those aspects of human behavior which can be labeled right and wrong. It considers the moral obligations of leaders and followers when discussing actual cases from a variety of business organizations that have presented management and subordinates with difficult moral dilemmas. It considers also the particular responsibilities of leadership in fostering and implementing ethical awareness within a corporate culture. Quarter Credit Hours 4.5

PSYCHOLOGY

PSYC2001 GENERAL PSYCHOLOGY

The course in General Psychology is designed to allow the individual student the opportunity to develop an understanding of human behavior in its origins, development and manifestations. The three major theories — psychoanalysis, behaviorism and humanism — are presented so that the student will be knowledgeable in their major tenets. The student will also determine their own view of these schools and why they find them acceptable or unacceptable. The course also proposes to alert the student to signs and symptoms of mental distress in themselves, their families, friends and co-workers. What to do about stress is also considered in terms of seeking the simplest solution first. Applications of this information on both a personal and professional level are introduced and discussed. Quarter Credit Hours 4.5

SCIENCE

SCI1015 INTRODUCTION TO LIFE SCIENCE

This course describes key biological and chemical principles that apply to all living things. Students will examine cells and cell functions, as well as structure and function of the systems of the human body. Application of scientific methodology will be included. It will explore the relationship between organ systems and the internal and external environment. Quarter Credit Hours 4.5

SOCIOLOGY

SOC2001 SOCIOLOGY I

An introduction to sociology with the focus of study on how humans interact within a society, both as individuals and in groups. Stress is placed on sociological methods and on the terminology used in sociology. Quarter Credit Hours 4.5

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January 2006
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