



North Miami,
Florida

**JOHNSON & WALES
UNIVERSITY**

Catalog
2003–2004



Johnson & Wales University

Florida Catalog

2002–2003

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Academic Calendar.....	3
Programs of Study	4
Accreditations & Affiliations	5
Education for Careers	8
Applying for Admission	18
Financing Your Education	29
Academic Information.....	41
Student Services	49
Student Activities	53
Programs of Study (curricula)	57
Technical Standards.....	87
Course Descriptions.....	89
University Directory.....	110
Index.....	116

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. Summer enrollees will follow the catalog requirements for the upcoming year.

Students should read and fully understand the rules and 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 Dean of Students Office.

2003–2004 Academic Calendar

FALL TERM

Sept. 5–8	Registration and orientation
Sept. 9	Classes begin
Sept. 12	Friday classes
Oct. 13	Columbus Day — no classes
Oct. 17	Friday classes
Nov. 18	Classes end
Nov. 19–21	Exams
Nov. 21	Friday classes (for exams)

WINTER TERM

Nov. 30	Freshman registration
Dec. 1	Classes begin
Dec. 18	Last day of classes before holiday break
Jan. 5	Classes resume
Jan. 19	Martin Luther King Jr. Day — no classes
Jan. 23	Friday classes
Feb. 24	Classes end
Feb. 25–27	Exams
Feb. 27	Friday classes (for exams)

SPRING TERM

March 7	Freshman registration
March 8	Classes begin
May 18	Classes end
May 19–21	Exams
May 21	Friday classes (for exams)
May 22	Commencement

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

Programs of Study

TWO-PLUS-TWO AND FOUR-YEAR PROGRAMS

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

Associate in Science Degree

Accounting
Business Administration
Fashion Merchandising
Management
Marketing

Bachelor of Science Degree

Accounting
Management
Marketing

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

Criminal Justice

Criminal Justice

Baking & Pastry Arts¹

Culinary Arts^{1, 2}

Culinary Arts¹

Food Service Management¹

Food & Beverage Management¹

Food Service Management¹

Restaurant Management¹

Hospitality Management¹

Hotel Management¹

Hospitality Management¹

Hotel Management¹

Travel-Tourism Management¹

Hospitality Management¹

Sports/Entertainment/Event Management¹

¹ Program has technical standards. Students with disabilities or special needs should contact Office of Student Success.

² Students may apply for entrance into this program by submitting an application to the Program Director during their sophomore year.

Note: Other programs and options are also offered at Johnson & Wales campuses in Charleston, S.C.; Denver, Colo.; Norfolk, Va. and Providence, R.I.

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 Office of Student Success (401-598-4660) for information about and descriptions of the applicable technical standards.

Accreditations & Affiliations

Johnson & Wales University is accredited by the New England Association of Schools and Colleges Inc. (NEASC), 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.

Legal control is vested in the Board of Trustees.

The State Board of Independent Colleges and Universities of the State of Florida has granted the University a Regular License. More information can be obtained by contacting the SBICU at the Florida Department of Education, 32399-0400, 107 West Gaines St., Tallahassee, FL, (888) 224-6684.

The University is approved for the training of veterans. The University is an institutional member of the 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/or members of the administrative staff hold affiliations with numerous organizations, including:

General University Affiliations

Academy of International Business
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 Research Association
American Hotel & Lodging Association
American Institute of Certified Public Accountants
American Institute of Wine and Food
American Library Association
American Management Association
American Payroll Association
American Society for Training and Development
American Statistical Association
American Vocational Association
Associated Press
Association for the Advancement of Computing in Education
Association for Career and Technical Education
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
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
Council on Hotel, Restaurant and Institutional Education
Dorcas Place
East Bay Chamber of Commerce
East Bay Tourism Council
Eastern Association of Colleges and Employers Inc.
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
 Health and Education Leadership for Providence
 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 Culinary Professionals
 International Association of Hotel School Directors
 International Career Counselors
 International Food Service Editorial Council
 International Hotel and 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 Food Service & 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 Commission for Cooperative Education
 National DECA, Inc.
 National Education Association
 National Restaurant Association
 National Society for Experiential Education
 National Society of Fundraising Executives
 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
 The Noble Academy of
 Empress St. Theodora, Inc., U.S.A.
 Northeast Association for Institutional Research
 The Providence Foundation
 Providence Public Library
 Providence Warwick Convention and Visitors Bureau
 Publicity Club of New England
 Public Education Fund
 Public Relations Society of America
 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 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 Food Security Coalition
 Rhode Island Higher Education
 Telecommunication Association
 Rhode Island Historical Society
 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
 Skills—USA (VICA)
 Society for College and University Planning
 Society for Human Resources Management
 Society Organized Against Racism
 Studiorum Universitas Constantiniana
 (The Constantinian University)
 WaterFire Providence Board of Directors
 Weybosset Street Community Centers
 World Association for Hospitality & Tourism Training
 Young Men's Christian Association

Florida Campus Affiliations

Academy of International Management
Academy of Management
Academy of Managerial Consultation
Academy of Women in Management
Academy of Travel & Tourism
American Cancer Society
American Culinary Association
American Management Association
American Marketing Association
American Mathematical Society
American Psychological Association
American Psychology-Law Society
American Society for Public Administration
American Society for Training and Development
American Society of Inventors
Association for Business Communication
Association for Healthcare Philanthropy
Association for Jewish Community
 Organization Professionals
Association for the Promotion of Campus Activities
Association of College and University Housing Offices
Association on Higher Education and Disability
The Beacon Council
Broward Bar Owners Association
Caribbean Hotel Association
City & Guilds of London Institute
The Cookery and Food Association
Cornell Society of Hotelmen
Dade Public Education Fund
Edinburgh Mathematical Society
Florida Association of Nonprofit Organizations
Florida Business/Technology Education Association
Florida Career Development Association
Florida Caribbean Council on Hotel, Restaurant
 and Institutional Education
Florida Counseling Association
Florida Dietetic Association
Florida Educators in Family & Consumer Sciences
Florida Recreation Association
Florida Recreation and Parks Association
Florida Restaurant Association
Florida School Counseling Association
Florida Science Teachers Association
Florida Technical Preparatory Network
Florida Vocational Association
Greater Miami and Beaches Hotel Association
Greater Miami Chamber of Commerce
Greater Miami Chamber of
 Commerce Hispanic Business Group
Greater Miami Convention and Visitors Bureau
Greater North Miami Chamber of Commerce
The Institute of Caribbean Studies
International Association of Addictions
 and Offender Counseling
International Linear Algebra Society
Junior Chamber International, Area A (Africa)
Junior Chamber of Commerce
Les Amis d'Escoffier Society
Les Dames d'Escoffier
Mathematical Association of America
Miami Children's Hospital
Multicultural Food Service and Hospitality Alliance
National Association for Female Executives

National Association of Business Women
National Association of Campus Activities
National Association of Colleges & Employers
National Association of Intercollegiate Athletics
National Association of Pastry & Baking Professionals
National Association of Science Teachers
National Business Association
National Council of Teachers of English
National Council of Teachers of Mathematics
National Recreation and Park Association
National Retail Federation
National Society of Fundraising Professionals
New England Library Information Network
North Miami Business Development Board
North Miami Mayor's Economic Task Force
North Dade Chamber of Commerce
Online Computer Library Center Inc.
Order of the Mondial
Professional Association on Multiculturalism,
 Education, Leadership & Awareness
Rhode Island Bar Association
Royal Statistical Society
Rutgers Alumni Association
School Advisory Council, Broward County, Fla.
Society for Technical Communication
Society of Food Service Managers
Sommelier Guild Society
Southeast Florida Library Information Network
Southeastern Library Network
Southern Association for College Student Affairs
Southern Jewish Historical Society
State Board of Independent Colleges & Universities
 — Advisory Council
State DECA Inc.
United States Foreign Trade Association
United States Sommelier Association
University of Miami Mentor Program
Vocational Industrial Clubs of America
Women Chefs & Restaurateurs

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; and
- to provide students with educational and experiential opportunities to contribute to the community through community service.

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 on-going 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 and four-year Bachelor of Science 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 professional operation.

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

The Florida Campus offers a number of career-oriented business, culinary arts, and hospitality programs at the associate and bachelor's degree level. Among them are Accounting, Marketing, Culinary Arts, Hotel Management, and Travel-Tourism Management. The campus also offers a four-year bachelor's degree program in Sports/Entertainment/Event Management.

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, communicate clearly and manage ethically. To meet these needs, Johnson & Wales offers a wide selection of liberal arts courses such as psychology, communication skills, life science and mathematics. By integrating these vital general studies with intensive career education, Johnson & Wales prepares students to be more effective employees as well as more 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 earning an associate degree at the Florida Campus, students may go on to pursue a Culinary Arts, Business or Hospitality bachelor's degree as well. Or, they can choose from a number of other bachelor's degree offerings at one of the University's other campuses.

BUSINESS: Johnson & Wales offers a variety of two- and four-year degree programs, ranging from more traditional majors like Accounting, Marketing and Management to the most innovative programs like Criminal Justice and Fashion Merchandising.

FOOD SERVICE: Culinary Arts, Baking & Pastry Arts, Food & Beverage Management — these are some of the two- and four-year 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 Providence, R.I., Charleston, S.C., Denver, Colo., and Norfolk, Va., in addition to North Miami, Fla.

HOSPITALITY: Hotel Management, Travel-Tourism Management, Food & Beverage Management and Restaurant Management are two-year programs offered at the Florida Campus. The campus offers Hospitality bachelor's degrees in Hotel Management, Hospitality Management, and Food Service Management. Johnson & Wales offers some of these programs at the Providence, R.I., Charleston, S.C., Denver, Colo., and Norfolk, Va. campuses, in addition to North Miami, Fla.

Once a student chooses a program, there are still more options. Hands-on training facilities at the University provide the opportunity for a practicum, or students may apply for cooperative education positions with prestigious participating employers — locally, nationally or internationally.

Students who want to accelerate their studies can apply for the Culinary Arts Advanced Standing Program.

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 choices are the right ones for them.

Two Degrees in Four Years

The upside-down curriculum at J&W enables students in most majors to earn two degrees 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.

Four-Day Week

Students appreciate the four-day school week. Classes generally meet Monday through Thursday, except in cases of Monday holidays or final exams. This gives students a longer weekend to pursue personal and academic

interests, 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, in such areas as Culinary Arts, Baking & Pastry Arts, Fashion, Criminal Justice and Marketing, all place students within a practical situation to further develop their career knowledge and skills.

Student Success

Helping students to succeed is our number-one priority at Johnson & Wales University. The Student Success team is dedicated to making sure each student is given every opportunity for success, with special courses and workshops, tutoring, and personal, career and academic counseling. Special needs students can also find assistance at the Achievement Center, with special programs, adaptations, and reasonable accommodations to ensure every opportunity for their success in college. All support services are available without extra charge to all Johnson & Wales students.

HANDS-ON LEARNING

Internship and Practicum Opportunities

CULINARY ARTS INTERNSHIPS

BAKING & PASTRY ARTS INTERNSHIPS

During their sophomore year as Culinary Arts majors, students will be scheduled for a term-long assignment at a University food service training facility. Baking & Pastry Arts sophomores may complete a term-long cooperative education experience or complete their internship at the University's Providence Campus.

FASHION & RETAILING INTERNSHIP

Students enrolled in associate degree majors offered through Johnson & Wales' Center for Fashion Merchandising & Retail Studies participate in term-long internships at the

University's retail facilities in Providence, R.I., including Gladding's — our women's specialty store located in The Arcade, the nation's oldest indoor shopping mall — or the University bookstores (operated by Barnes & Noble College Bookstores Inc.). Both serve as unique retailing laboratories.

During this internship, students will learn about all phases of retail store operations firsthand, including sales, merchandise presentation, catalog operations, inventory control, receiving and marking, and buyer's clerical duties. Students will also complete sales and inventory analysis from the computerized inventory control system and take field trips to New England market centers, selected manufacturers and various retail outlets. Highlighting this program is a field trip to New York City, the "Merchandising Capital of the U.S." The retail internship and seminar total 13.5 quarter credit hours.

HOTEL MANAGEMENT AND RESTAURANT MANAGEMENT INTERNSHIPS

Hotel Management and Restaurant Management majors at the J&W Florida Campus enjoy unique opportunities for hands-on learning. Internships are completed at an independent, University-operated hotel, the Bay Harbor Inn and Suites.

Bay Harbor Inn, which is open to the public, serves as a training site for our students. As interns, students have an opportunity to gain practical experience in food service and lodging operations.

TRAVEL-TOURISM PRACTICUMS

One of the most exciting aspects of the Travel-Tourism Management program is the practicum students complete at our Providence Campus. The term-long assignment affords them the opportunity to put their classroom-learned skills to work in a "hands-on" experience.

Students will have the opportunity to work at a local travel agency, the Blackstone Valley Tourism Council, the Airport Information Center, the Providence Convention Center and Visitors Bureau, and Collette Vacations, an internationally known travel wholesaler.

The highlight of the program is the Familiarization (FAM) Tour, a class project to a domestic or international destination. Students are required to research, budget, plan, promote and actually implement the tasks of a tour escort and tour guide while on tours. The program is also enhanced by mini-FAM tours and a visiting guest speaker series.

Selective Career Cooperative Education (Co-op)

The Career Development Office offers a career co-op program to selective majors. A GPA of 2.75 is required to participate in the Co-op Program, and must be maintained throughout the application process. The co-op learning experiences are competitive. Students must successfully complete the application process, demonstrate academic achievement, and be recommended by faculty advisors.

These cooperative placements provide a term-long experience within your career field. Co-op offers students an opportunity to learn more about their chosen field, gain on-the-job experience and make contacts for future full-time employment. Co-op positions are paid and students also receive academic credit for their work.

Formal cooperative learning agreements exist between the University and several major employers. Co-op placements are arranged on an individual basis to fit both student and employer needs.

Culinary, baking & pastry, hospitality and business co-op agreements exist with many hotels, dining establishments, retail stores, marketing firms, travel agencies, C.P.A. firms and other prestigious companies nationwide.

Students participate in co-op assignments domestically and internationally. Co-op students have worked in special assignments overseas in Belgium, France, Germany, Ireland, Japan, Switzerland, United Kingdom and Sweden. A 3.25 GPA, language proficiency and cross-cultural training is required of all students working on overseas co-ops.

CONTINUING EDUCATION

The Culinary Arts Evening/Weekend Program is designed for students to complete a degree program by attending classes on weekends and evenings. For more information, contact the Admissions Office at (305) 892-7600.

HISTORY OF THE UNIVERSITY

The special approaches to career education at Johnson & Wales University have evolved over more than 80 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, Rhode Island 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 1981, the University began offering culinary training to food service personnel that the Navy stationed in Charleston, South Carolina. A new J&W campus was established in Charleston in 1984, and this campus now offers a variety of two- and four-year degree programs in food service, hospitality, travel-tourism and sports management.

In 1982, the Norfolk, Va., Campus began offering one- and two-year food service programs to military personnel, and the campus opened to the general public in 1986. A four-year degree program was added in 2001.

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 Global Business Leadership with concentrations in Event Leadership, Finance, Marketing, and Tourism Planning. The Center for Education offers a master's degree in Teacher Education in Business or Food Service, and also offers 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 in 1994, 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, Florida, which now offers two- and four-year food service, business and hospitality programs.

The 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 new School of Arts & Sciences.

The University's School of Technology also began offering continuing education courses in Worcester, Massachusetts in 1992.

In 1993, the University opened a campus in Vail, Colorado 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 Johnson & Wales and abroad.

New technology programs recently introduced 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, Colorado campus, which offers two- and four-year degrees in baking & pastry arts, culinary arts, hospitality business and education programs, as well as the "Garnish Your Degree" accelerated associate degree program originally offered in Vail.

In June 2002, the University unveiled its plan to develop a new campus in downtown Charlotte, N.C. Scheduled to open in fall 2004, the Johnson & Wales Charlotte Campus will offer associate and bachelor's degree programs in business, culinary arts and hospitality.

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 prestige, making its contributions to the community, government and industry.

FLORIDA CAMPUS

The Florida Campus opened its doors in 1992 with a culinary arts class of 61 students. In September 1993, the first baking & pastry arts classes were taught, with 11 students. Today the Florida Campus offers associate and bachelor's degrees in culinary arts, business, and hospitality as well as hospitality and culinary arts internships at the University-operated Bay Harbor Inn. The campus also boasts a state-of-the-art library for its approximately 2,200 students.

The Johnson & Wales University Florida Campus is located at 1701 NE 127th Street, North Miami, Fla. The main phone number of this campus is (305) 892-7000. The toll-free number is 1-866-JWU-FLORIDA (598-3567). Facilities include a state-of-the-art library, laboratory kitchen facilities, academic classrooms, computer laboratories, and administrative offices. Student housing, both dormitory and apartment style, and a multi-level parking garage are available as well.

On the Florida Campus, students attend classes in full uniform. Faculty and administrators of the campus believe strongly in establishing a professional attitude and image for the campus. Johnson & Wales University Florida Campus is the only college or university in the U.S., besides military institutions, which requires students to wear uniforms.

NORTH MIAMI, FLORIDA

Johnson & Wales University's Florida Campus is located conveniently close to the tourism-rich areas of Fort Lauderdale and Miami, offering a superb setting for a business, food service, or hospitality education. Fort Lauderdale Airport, Miami International Airport and Interstate 95 are just minutes away. Students enjoy the sun and fun of Fort Lauderdale, as well as the culture and diversity of Miami — truly an international city.

Festivals celebrating boats, arts, architecture and ethnic America abound in the Fort Lauderdale and Greater Miami area. The Junior Orange Bowl Festival, which runs for eight weeks in the fall, is one of the largest sports and cultural festivals in the country.

Southern Florida is home to several professional sports teams including the Miami Heat (NBA basketball), Miami Dolphins (NFL football), the Florida Marlins (National League baseball) and the Florida Panthers (NHL hockey).

The Florida Campus offers easy access to South Florida markets, shopping centers, palm-fringed beaches and numerous hotels and restaurants. Leisure and night life are highlights in the area which has been growing by leaps and bounds in recent years.

ADDITIONAL CAMPUSES

Johnson & Wales University, in an effort to expand its educational outreach, has established several additional 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.

Students enrolling at our Charleston, S.C. and 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, North Miami, Denver or Charlotte to complete their bachelor's degree.

Campus President

John J. Bowen, M.M., C.C.E., D.B.A. (hon.)

Programs offered

ASSOCIATE DEGREE BACHELOR'S DEGREE

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.

Accounting	Accounting
Advertising	Entrepreneurship
Communications	Financial Services
Business Administration	Management
Entrepreneurship	Management
Fashion Merchandising	Marketing
Financial Services	Marketing Communications
Management	Retail Marketing
Management	& Management
Marketing	
Undeclared	

ASSOCIATE DEGREE BACHELOR'S DEGREE

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

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 DEGREES	Administrative Management International Business
CERTIFICATE PROGRAM	Paralegal Studies

College of Culinary Arts

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

The Hospitality College

Food & Beverage Management	Food Service Management Hospitality Management International Hotel & Tourism Management
Hotel Management	Hospitality Management Hotel Management International Hotel & Tourism Management
Restaurant Management	Food Service Management Hospitality Management International Hotel & Tourism Management
Travel-Tourism Management	Hospitality Management International Hotel & Tourism Management Travel-Tourism Management
Undeclared Major	Food Service Management Hotel Management Sports/Entertainment/Event Management Travel/Tourism Management
HOSPITALITY ASSOCIATE DEGREE	Information Science
BACHELOR'S DEGREE	Sports/Entertainment/Event Management

School of Technology

Applied Computer Science	Information Science
Computerized Drafting	Engineering Design & Configuration Management Information Science
Computer/Business Applications	Accounting Information Science Management
Computer Graphics & New Media	Computer Graphics & New Media Information Science
Computing Technology Services	Technology Services Management Information Science

ASSOCIATE DEGREE	BACHELOR'S DEGREE
Web Site Development	Web Management and Internet Commerce Information Science
BACHELOR'S DEGREES	Electronics Engineering Network Engineering

CHARLESTON, SOUTH CAROLINA

Johnson & Wales' Charleston Campus was founded in 1984 and 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.

For more information about J&W's Charleston Campus, please write the Admissions Office, Johnson & Wales University, 701 East Bay Street, Charleston, SC 29403 or call toll free 1-800-868-1522. In South Carolina, call (843) 727-3000.

NOTE: Students enrolling at our Charleston, S.C. campus in September 2003 may complete only their associate degrees at this campus, with the opportunity to transfer to one of our campuses in Providence, North Miami, Denver or Charlotte to complete their bachelor's degrees.

Campus President

Stephen Parker, M.A.

Programs offered

ASSOCIATE DEGREE
Baking & Pastry Arts
Culinary Arts
Food & Beverage Management
Hotel Management
Restaurant Management
Travel-Tourism Management

NORFOLK, VIRGINIA

Johnson & Wales University's Norfolk Campus was founded in 1986, and offers students certificate, associate and bachelor's degrees in Culinary Arts and Food Service Management. Norfolk, the heart of the Hampton Roads area, offers a unique blend of country and urban charm, colonial and maritime history, seashells and sparkling beaches.

For more information about Johnson & Wales' Norfolk Campus, please write the Admissions Office, Johnson & Wales University, 2428 Almeda Avenue, Suite 316, Norfolk, VA 23513 or call toll free 1-800-277-2433. In Virginia, call (757) 853-3508.

NOTE: Students enrolling at our Norfolk, Va. campus in September 2003 may complete only their associate degrees at this campus, with the opportunity to transfer to one of our campuses in Providence, North Miami, Denver or Charlotte to complete their bachelor's degrees.

Campus President

Debra C. Gray, B.S.

Programs offered

CERTIFICATE (ONE YEAR)
Culinary Arts

ASSOCIATE DEGREE
Culinary Arts

DENVER, COLORADO

Celebrating its grand opening in September 2000, J&W's campus in Denver, Colo. offers two-year and four-year culinary arts, 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 or call the Admissions Office, Johnson & Wales University, 7150 Montview Boulevard, Denver, CO 80220, or call 1-877-JWU-DENVER (598-3367).

Campus President

Mark S. Burke, M.S.

Programs offered

Any of the following associate degrees can track into any of the bachelor's degrees listed to the right.

Accounting	Accounting
Advertising	Financial Services
Communications	Management
Business Administration	Management
Fashion	Marketing
Merchandising	
Marketing	
Undeclared Program (no A.S. degree)	

ASSOCIATE DEGREE BACHELOR'S DEGREE

Baking & Pastry Arts	Food Service Management
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Culinary Arts	Food Service Management
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Food & Beverage Management	Food Service Management
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Hotel Management	Hotel Management
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BACHELOR'S DEGREES	Business Marketing Education
	Consumer Family Studies Education
	International Business
	Sports/Entertainment/Event Management

GÖTEBORG, SWEDEN

Students may complete their first year of study by enrolling in Johnson & Wales University's Göteborg, Sweden program, located on the campus of the IHM Business School. Upon completion of the first year, students may complete their degree requirements at one of J&W's domestic campuses. For more information about Johnson & Wales' Göteborg Campus, write Johnson & Wales University, Box 5273, 402 25 Göteborg, Besok, Avagen 15, Garda, Sweden, or call (phone) +46 (0)31-335 22 00 (fax) +46 (0)31-40 38 05.

Campus Director

Kathryn Parchesco, M.S.

Programs offered

(FIRST YEAR ONLY)

Advertising Communications
Hotel Management^{1, 3, 4}
International Business
Management³
Marketing^{3, 4}

All of the above programs are offered at the Providence Campus.

¹ Also offered in Charleston, S.C.

² Also offered in Norfolk, Va.

³ Also offered in North Miami, Fla.

⁴ Also offered in Denver, Colo.

THE ALAN SHAWN FEINSTEIN GRADUATE SCHOOL

Johnson & Wales University's Graduate School consists of approximately 700 students from 61 countries.

The schedule includes courses offered during days and evenings. Students can complete their studies in one year or more.

Programs of Study

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
Tourism Planning

MASTER OF ARTS

Teacher Education (for Business or
Food Service undergraduate majors)

DOCTOR OF EDUCATION

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

For a catalog and more information,
please contact:

Alan Shawn Feinstein Graduate School
Graduate School 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 contact the Student Success Department prior to enrolling at the University. Copies of the technical standards applicable to various programs are available from the Student Success Department.

APPLICATION PROCEDURE

Applications for admission should be completed in full and sent to the Admissions Office, Johnson & Wales University, 1701 NE 127th Street, North Miami, FL 33181.

Students applying for admission to our Providence, Charleston, Norfolk or Denver campuses — or for Continuing Education at Johnson & Wales' Providence campus — should refer to the University viewbook or campus catalogs for admissions information.

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 at Johnson & Wales. Applications are accepted for terms beginning in September, December and March. NOTE: Certain programs of study may be limited to fall enrollment.

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 application for admission their choice of associate degree major, which results in Johnson & Wales students receiving two degrees in four years.

If students are applying for the Sports/Entertainment/Event Management major, they don't have to indicate an associate degree choice.

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 the students' high school transcripts at the same time as the application for admission. Transfer students must also submit official transcripts from all colleges attended.

A Student Disclosure Form, which advises enrolled students of pertinent information

about Johnson & Wales University, should be signed by each student upon enrollment.

Test Scores

SAT and ACT scores are generally not required for admission to the University, but are recommended. Candidates for the University's honors program must submit ACT and SAT scores for acceptance consideration.

Admissions Decision

The rolling admissions policy of the University makes it possible to notify students of admissions decisions, of their acceptance, or of any additional conditions necessary for admission, soon after all of their 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 residence hall accommodations must submit their housing contract at the same time. Students living off campus will need to send in a \$200 tuition reservation deposit. These deposits are credited to their 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 non-transferable. 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.

Veteran students must report and document all previous education and training. The University will evaluate such and grant credit if appropriate, with training time and tuition reduced proportionately and the student and USDVA so notified.

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 the ACCESS program, 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.

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.

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 and English placement.

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 a Student Success 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 a Student Success counselor, may submit additional portfolios. Refer to the Prior Learning Assessment Brochure, available at 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 is 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 Academic Services, for criteria. Students may apply for Challenge Exams during their freshman or junior years only (\$25 nonrefundable 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 Academic Services and from the Office of Student Success.

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 Academic Services and from the Office of Student Success. For additional policies/information for Portfolio, Challenge and CLEP options, refer to the brochure.

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
1701 NE 127th St.
N. Miami, FL 33181 USA
Telephone: (305) 892-7600
Fax: (305) 892-7020

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

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 approximately 100 articulation agreements (formal transfer credit agreements) in place with schools in the following countries:

Argentina	Germany	Mexico
Australia	Greece	Morocco
Austria	Iceland	New Zealand
Bahamas	India	Singapore
Bahrain	Indonesia	Spain
Barbados	Isle of Mann	Sweden
Belgium	Israel	Switzerland
Bermuda	Italy	Taiwan
Botswana	Jamaica	Thailand
Brazil	Japan	Trinidad and Tobago
Canada	Kenya	Turkey
Cyprus	Korea	United Arab Emirates
France	Malaysia	United Kingdom

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

Culinary Arts Advanced Standing

Prospective students who possess advanced knowledge and skills in food-related areas may apply for the Culinary Arts or Baking & Pastry Arts Advanced Standing examination. The results of the examination are considered in addition to academic records and two letters 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 ten-week summer program. Upon successful completion of the summer program, students attain sophomore standing in the fall.

Students must be accepted for admission to the University before applying for Advanced Standing. For more information, please write or call for an Advanced Standing brochure from the Admissions Office.

FAST & Credit for College Programs

Johnson & Wales offers students an opportunity to earn credits toward a J&W degree while they are still in high school. Culinary Arts students enrolled in an approved tech-prep program who meet academic requirements may be eligible to earn 15 quarter credits toward their Culinary Arts associate degree through our Freshman Advanced Study Track (FAST). Students enrolled in approved hospitality, technology, and business 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 FAST or Credit for College programs, contact the Admissions Office.

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 at 1-866-JWU-FLORIDA (598-3567) toll free or (305) 892-7600.

Alabama

R. Lee Stauter (601) 434-2760

Alaska

Patricia Lassinger (360) 720-1210

Arizona

Adele Catalani (602) 369-3254

Arkansas

R. Lee Stauter (601) 434-2760

California: Central

Jim Ingersoll (562) 965-3352

California: Northern

Jeannie Sousa (530) 284-0899

California: Southern

Aimee Rosengrant (619) 459-5066

Colorado: Metro Denver

Tracy Burke (303) 520-1536

Colorado: Northern

Bob Purfurst (303) 522-6865

Colorado: Southern

Derindea Theiss (303) 520-1596

Connecticut: Eastern/Southwestern

Margie Coupe (401) 954-2477

Connecticut: Northwestern

Fran Ridolfo (413) 222-1233

Delaware

Becky Smith (484) 769-2761

Florida: Greater Miami

Rena Mohammed (305) 725-9515

Florida: Central

Jane Bowers (772) 713-6025

Florida: Northwestern/Central

Grace Olvera (904) 534-0163

Florida: Southwestern

Robin Phifer (813) 495-1425

Florida: Southeastern

Jeff Simon (561) 714-5470

Georgia

Pamela Hughes (678) 360-0813

Hawaii

Patricia Lassinger (360) 720-1210

Idaho

Patricia Lassinger (360) 720-1210

Illinois

Thomas Strzycki (630) 654-0382

Indiana

Vicki Summers (317) 886-1597

Iowa

Wendy Dintino (816) 645-3562

Kansas

Wendy Dintino (816) 645-3562

Kentucky

Kathy Barnes (615) 473-3208

Louisiana

R. Lee Stauter (601) 434-2760

Maine

Kimberly Lavoie (603) 682-5973

Maryland

Pamela Rouch (240) 498-0054

Massachusetts: Boston Metro/South Shore

Conrad Fecteau (401) 954-3886

Massachusetts: Central/Northeastern

Bob Dumas (617) 504-1795

Massachusetts: Southeastern/Cape Cod & the Islands

Barbara DiSaia (401) 598-1116

Massachusetts: Western

Fran Ridolfo (413) 222-1233

Michigan

Barbara Franks (989) 823-8797

Minnesota

Jennifer Diemer (320) 492-4705

Missouri

Wendy Dintino (816) 645-3562

Mississippi

R. Lee Stauter (601) 434-2760

Montana

Lance Wellborn (307) 237-5485

Nebraska

Wendy Dintino (816) 645-3562

Nevada

Allison Andronaco (702) 743-0639

New Hampshire

Kimberly Lavoie (603) 682-5973

New Jersey

Mike & Mary Ann LaPorte (973) 300-5444

New Mexico

Barbara Ashcraft (505) 463-4877

New York: Long Island, New York City

Steve Raptis (516) 864-6689

New York: Northeastern, Albany, Orange County

Carl Winters (518) 221-1527

New York: Western

Tammy Linder (585) 663-8047

North Carolina: Central

Margaret Yoder (919) 539-6124

North Carolina: Eastern

Marisa Marsey (757) 575-9265

North Carolina: Western

Jan Jordan (704) 221-3966

North Dakota

Jennifer Diemer (320) 492-4705

Ohio: Northern/Southeastern

Susan Puffer (216) 896-0672

Ohio: Southwestern

Vicki Summers (317) 201-1852

Oklahoma

Elena Doerrie (214) 563-0721

Oregon

Sara Lum (503) 848-2129

Pennsylvania: Northeastern/N. Central

Sharon Macko (484) 554-1092

Pennsylvania: Southeastern/S. Central

Becky Smith (484) 769-2761

Pennsylvania: Western

Betsy Miller (724) 513-9567

Puerto Rico

Grace Olvera (904) 534-0163

Rhode Island

Barbara DiSaia (401) 598-1116

South Carolina

Melisa Bates (843) 452-1178

South Dakota

Jennifer Diemer (320) 492-4705

Tennessee

Kathy Barnes (615) 473-3208

Texas: Northern

Elena Doerrie (214) 563-0721

Texas: Southern

Josie Tinnin (254) 466-7432

Utah

Alison Andronaco (702) 743-0639

Vermont

Kimberly Lavoie (603) 682-5973

Virgin Islands

Grace Olvera (904) 534-0163

Virginia: Northern

B.J. Friedery (703) 864-2420

Virginia: South Central

Margaret Yoder (919) 539-6124

Virginia: Southeastern

Marisa Marsey (757) 575-9265

Virginia: Southwestern

Jan Jordan (704) 221-3966

Washington

Patricia Lassinger (360) 720-1210

Washington, D.C.

B.J. Friedery (703) 864-2420

West Virginia: Eastern/Southeastern

B.J. Friedery (703) 864-2420

West Virginia: Northern/Western

Betsy Miller (724) 513-9567

Wisconsin

Jennifer Diemer (320) 492-4705

Wyoming

Lance Wellborn (307) 237-5485

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.

CAN I REQUEST A PARTICULAR ROOMMATE?

Yes, it is possible to specify who you would like to live with. You and your friend must each indicate your preference on your residence contract. Every attempt will be made to honor a roommate request, but only if both students have paid their reservation deposits.

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.

WHERE DO I WASH MY CLOTHES?

Coin-operated laundry facilities are located in each residence hall.

DO I BRING MY OWN BED LINEN AND TOWELS?

Yes. The beds are extra-long twin-size. You should also bring a pillow, desk lamp, waste basket and coat hangers. Limit what you bring until you see the size of your room and what your roommates bring.

WHAT KIND OF CLOTHES SHOULD I BRING?

Closet and drawer space is limited, so you should bring clothes for a mild to warm climate. You'll find that outside of class you will wear mostly casual clothing.

WHAT IS APARTMENT-STYLE LIVING AND CAN I REQUEST TO LIVE THERE?

Traditionally reserved for upperclassmen, these mostly-two-bedroom, two-bathroom apartments are furnished by the University. New students may request housing at the apartments and will be assigned based on space availability.

WHAT KIND OF SECURITY IS PROVIDED ON CAMPUS?

The traditional residence halls — Flamingo Hall, Biscayne Commons and Lakeside Tower — have 24-hour supervision and no one is allowed to enter unless he or she has a student ID or is accompanied by a student living in the building. Biscayne Place and Courtyard Apartments are gated communities with 24-hour security for all residents. Emerald Lake Hall and Arch Creek Place, adjacent to the University, have 24-hour security patrol.

CAN I HAVE OVERNIGHT GUESTS?

A student may sponsor a visitor to the residential facilities provided the student advises the visitor of University rules and the visitor agrees to follow those rules. All visitors to Flamingo Hall, Biscayne Commons and Lakeside Tower must sign in and out on the visitor's log at the front desk.

Both the visitor and his or her sponsoring resident must leave a picture ID card with the attendant at the front desk while the visitor is in the hall. Overnight visitors are not permitted in the residence halls during school nights (i.e. nights when University classes will be held the next day). Non-J&W-student visitors may generally stay as a visitor for only three consecutive nights. The resident director may make exceptions to this limitation based on extraordinary circumstances in specific cases. Johnson & Wales University reserves the right to deny and/or limit this visitation privilege.

CAN I HAVE A REFRIGERATOR?

All rooms in Flamingo Hall are equipped with a MicroFridge (combination refrigerator, freezer and microwave). Full kitchens are available at Emerald Lake Hall, Arch Creek Place, Lakeside Tower, and Greenwich and Courtyard Apartments. All rooms at Biscayne Commons are equipped with a refrigerator.

WHAT IS THE UNIVERSITY'S POLICY REGARDING ALCOHOL AND DRUGS ON CAMPUS?

Alcohol is prohibited on campus except for legal use in facilities where events sanctioned by University officials are sponsored. Non-prescription drugs are prohibited on campus.

IS THERE A CURFEW?

There is no curfew, but students must respect "quiet hours," which are from 10 p.m. to 8 a.m.

WHAT'S THE FOOD LIKE?

Most of the food preparation in the dining center is handled by Culinary Arts majors under the supervision of their chef-instructors. You will therefore enjoy a variety of nutritious and tasty meals.

Though it is difficult to provide special menus for religious, health or personal reasons, Johnson & Wales' dining center makes every effort to accommodate students in need of such diets. A wide variety of food is available in the University's dining center, providing students with many opportunities to find the types of foods they enjoy.

ARE MEALS INCLUDED IN MY ROOM CHARGE?

Currently, meals are not included as part of your room charge. The University cafeteria is open during class days and serves continental breakfast, lunch and dinner. A per-term Prepaid Meal Program is offered through our Bookstore. This provides you with the option to purchase meals on a term-by-term basis, which is lower than purchasing your meals individually.

WHERE CAN I CONDUCT PERSONAL BANKING?

Listed below are some of the banks that are located within close proximity to the campus, all in North Miami:

City National Bank of Florida
13400 Biscayne Boulevard
(305) 947-6101

Commercial Bank of Florida
12255 NE 16th Avenue
(305) 895-1981

Nations Bank
990 N.E. 125th Street
(305) 367-6262

Transatlantic Bank
12700 Biscayne Boulevard
(305) 891-9363

Washington Mutual Bank
900 NE 125th Street
(305) 891-2965

First Union Bank
12550 Biscayne Boulevard
(305) 895-1981

Students under the age of 18 are unable to open individual checking accounts. These students may consider opening a joint account with a parent or guardian.

WHERE CAN I ATTEND RELIGIOUS SERVICES?

Listed below are churches representing some of the major religious denominations:

*Holy Cross Lutheran Church
of North Miami*
650 N.E. 135th Street
(305) 893-0371

Holy Family Catholic Church
14500 N.E. 11th Avenue
(305) 947-5043

Fulford United Methodist Church
1900 N.E. 164th Street
(305) 945-3505

Oak Grove Baptist Church
1404 N.E. 152nd Terrace
(305) 945-9964

Sixth Avenue Church of God
625 N.E. 131 Street
(305) 893-2262

Temple Beth Moshe
2225 N.E. 121st Street
(305) 891-5508

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.

WHAT KIND OF PUBLIC TRANSPORTATION IS AVAILABLE IN NORTH MIAMI?

Miami-Dade County provides an extensive network of bus and rail service. Johnson & Wales is conveniently served by a number of public bus routes. For more information, call Metrobus at (305) 638-6700.

WHERE ARE THE AIRPORT, BUS AND TRAIN STATIONS?

The **Hollywood-Ft. Lauderdale Airport** is located approximately 25 minutes north of the campus. Most major airlines fly in and out of Hollywood-Ft. Lauderdale. To make travel arrangements, contact your local travel agent or the airline of your choice.

The **Greyhound Bus Lines terminal** is located at 1707 Tyler Street in Hollywood, a short Metrobus ride from our campus. For schedule information, call (305) 922-8228.

Amtrak Rail Passenger Service is available to Hollywood, Florida. For general information and reservations, call (800) 872-7245.

WHAT DO I DO IF I GET SICK WHILE
IN SCHOOL?

The Health Services Office, located on the second floor of the Academic and Student Center, is available to both resident and commuter students. The nurse can be reached at (305) 892-7594.

Cases not treatable by the nurse are referred to a physician. Emergency cases are transported to an area hospital. Local hospitals include:

Parkway Regional Medical Center

160 NW 170th Street
North Miami Beach
(305) 651-1100

North Shore Medical Center

1100 NW 95th Street
Miami
(305) 835-6000

Parkway Diagnostic Center

1400 Miami Garden Drive, Suite 206
North Miami Beach
(305) 892-CARE

Medical Care Center of North Miami

12995 NE 7th Ave.
North Miami
(305) 981-7666

CAN I HAVE A CAR ON CAMPUS?

Yes, you may bring a car to school, but keep in mind that available parking is limited.

Students, both resident and commuter, who plan to bring a vehicle on University property must register this vehicle with the Campus Safety Office upon arrival.

To receive a parking permit, you must report to the Student Life Office 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.

Financing Your Education

TUITION & FEES

The following tuition and fees schedule is effective for the 2003–2004 academic year. Tuition and fees are subject to change annually, and vary between colleges due to differing program and facility needs.

Tuition & Fees: 2003–2004 Academic Year

College of Culinary Arts	\$18,444
The Hospitality College	\$16,164
College of Business	\$15,438
General Fee	\$750
Room	\$6,288

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 **Guaranteed Tuition Plan** guarantees students no tuition increases while continuously enrolled at the University, subject to the conditions described on the next page.

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

The **Room Charge** is for the academic year, and includes residence hall accommodations. Meals are not included as part of the room charge.

DEPOSITS AND OTHER FEES

Reservation Deposit **\$200**

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 **\$100**

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

Orientation Fee **\$200**

This nonrefundable fee, which is uniformly charged, is required of all first-time students for orientation and registration activities. It is charged only during the fall term.

Prepaid Meal Plan

(Optional) Available through the University Bookstore at a cost of \$350 per term.

Transcripts **\$2**

Transcripts are issued only upon written request. Official transcripts bearing the University Seal must be mailed directly to the authorized agencies from Student Academic Services. Students may also request an unofficial transcript for personal use. No transcript is 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.

ACCESS Tuition

ACCESS tuition is 50% of the 2003–2004 tuition charge for the college in which students enroll. Refer to page 19 for a description of the ACCESS Early Admissions program. ACCESS students are also subject to appropriate University fees, including full general fees 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 Student Financial Services 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.

Books and Supplies

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

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 in effect when they re-enroll.

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 will experience an increase in their tuition in the second year to the full tuition rate that was in effect when they enrolled as an ACCESS student.

The program applies only to tuition.

The program is available only to students enrolled in undergraduate, day school programs at all campuses. Continuing education, evening and graduate 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 choose, instead, to 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. In compliance with regulations set forth by the state of Florida, the University Refund Policy provides for a full refund of deposits paid by a student before instruction begins, if the student submits a written request to the University within three working days of payment. 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

** 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. Reinstatement within the same term, when allowed, may result in serious consequences, such as loss of all financial aid funds for the remainder of that term.*

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 shall 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 only, room and board, and weekend meal plan. The official notice of withdrawal from the University may be done in person or by written notification through Student Academic Services. Refunds are calculated as of the last day of attendance, which is determined by Student Academic Services. 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% of the term charges, less an administrative fee that does not exceed the lesser of \$100 or 5% of the term tuition charge.

If a student terminates during:

- the first week of the term but after the first day of classes, the University will credit 90% of the term charges, less an administrative fee that does not exceed the lesser of \$100 or 5% of the term tuition charge.
- the second and third week of the term, the University will credit 50% of the term charges, less an administrative fee that does not exceed the lesser of \$100 or 5% of the term tuition charge.
- the fourth, fifth and sixth week of the term, the University will credit 25% of the term charges, less an administrative fee that does not exceed the lesser of \$100 or 5% of the term tuition charge.

After the sixth week of the term, students will be responsible for 100% 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 regulations, students must meet one of the following requirements to be independent for the 2003–2004 academic year. Students must answer "yes" to one of the following criteria to be considered independent for financial aid purposes:

1. Were you born before January 1, 1980?
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 2003–2004?
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, 2004?
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 these questions are considered dependent and must complete their Free Application for Federal Student Aid (FAFSA) as a dependent student. Please feel free to contact the Johnson & Wales Financial Aid Office 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.

STUDENT FINANCIAL SERVICES (SFS)

FINANCIAL PLANNING

The University realizes 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 Student Financial Services Office at its Florida Campus. Representatives from this department 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 1-866-JWU-FLORIDA (598-3567) toll free or (305) 892-7006.

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 four types of financial aid.

A list of Johnson & Wales financial assistance scholarship and work programs and descriptions of the programs is 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 academic year. Financial Aid and Student Financial Services hold 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 Financial Aid and Student Financial Services offices. This form must be completed and forwarded as soon as possible after January 1 to the Federal Processor. Students' applications for financial assistance are then processed and sent to the Financial Aid Office at the University. To complete this form the student must be a U.S. Citizen or eligible non-citizen. (Refer to the FAFSA instructional booklet for the definition of "eligible non-citizen.") The FAFSA is also available on the Worldwide Web at www.fafsa.ed.gov.

2. Other Documentation

The Financial Aid Office 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 Student Financial Services 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 upon the student's financial need. All eligible students seeking financial assistance must file a FAFSA with the Federal Processor. The FAFSA 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, travel, books 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 family members in college, and the student's own resources, such as earnings, savings and untaxed income for which the student may qualify. Johnson & Wales 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, students should apply as soon as possible after January 1. The award process for the fall term 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 in the **Student Handbook**. Students who fail to maintain satisfactory academic progress will be notified by the Academic Office. 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 Subsidized Loan, the Federal Unsubsidized Loan program, 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.

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

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. Federal Pell Grant 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 at an hourly rate for actual hours worked. The amount earned cannot exceed the total work-study award. Work-study funds are paid biweekly directly to the student; therefore, funds will not be applied to the student's account unless arrangements are made with the Financial Planning Office.

Federal Perkins Loan

This low-interest loan is funded by the federal government and administered directly by the University. The amount of the loan is based on need and the availability of funds.

Students must begin to repay these loans 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 a student's debt and the length of 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 Financial Aid Award by the Financial Aid Office or may be obtained from the student's local lending institution.

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. 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 from Student Financial Services or the student's local lending institutions.

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. 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 Scholarship recipient would receive \$1,000 per term).

These programs are available only 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 below, a minimum grade point average is required for continued eligibility. Scholarships and grants are not awarded based on athletic ability or athletic 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 non-renewable scholarship worth up to \$500 for high school students who attend the Career Explorations program. The application deadline is March 1.

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.

Catholic Youth Organization/Youth Ministry

(CYO) Scholarship: A non-renewable scholarship of up to \$1,000 is available to incoming students who are involved with CYO and active in leadership programs such as Search for Maturity and Peer Ministry. The application is available at the Admissions Office and is due by February 1.

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.

Distinguished Visiting Professor Scholarships:

The School of Arts & Sciences, The Hospitality College and College of Business offer this tuition scholarship of up to \$2,000 to enrolled hospitality and business students based upon academic standing and faculty recommendation. Financial need is considered. The scholarship is renewable for up to two years.

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.

ESL Grant: A one-time grant of \$1,000 is awarded to all new ESL (English as a Second Language) students and is applied to their initial term of attendance.

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.

Gaebbe 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:

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.

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.

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.

Florida Student Assistance Grant: Funded by the Florida Department of Education's Bureau of Student Financial Assistance (BSFA), this scholarship aid is awarded to full-time day-school students who meet the Florida residency and financial need requirements of BSFA. There is no application fee. Eligible students are awarded up to \$1,000 per academic year. This is a non-renewable award and the 2003/2004 FAFSA (Free Application

for Federal Student Aid) must be processed by the Federal Student Aid Program by May 15, 2003.

Rhode Island State Scholarship & Grant

Program: The state of Rhode Island provides scholarships and grants for Rhode Island residents who demonstrate financial need. To apply, you must submit the Rhode Island version of the Free Application for Federal Student Aid (FAFSA) by March 1 for the following academic year. For more information, contact the Johnson & Wales Financial Planning Office or the Rhode Island Higher Education Assistance Authority, 560 Jefferson Blvd., Warwick, Rhode Island or call (401) 277-2050.

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

Vermont

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

The American Hotel Foundation Scholarship:

Scholarship aid is allocated each year by the Foundation to students who are hotel majors and interested in working in the hotel industry. Candidates' GPA and financial need are considered. Sophomores who are continuing their education should contact their Hospitality advisor for further information. Recipients of this \$1,000, non-renewable award are chosen by the Hospitality Committee.

Broward County B.R.A.C.E. Scholarship:

These scholarships are available to students who will (or did) graduate from a Broward County public high school. The individual must attend Johnson & Wales University's North Miami Campus and meet the eligibility requirements as determined by B.R.A.C.E. The University matches up to 50% of the B.R.A.C.E. award, not to exceed the recipient's unmet need.

College Assistance Program (CAP) of Dade

County: These grants are available to students who will (or did) graduate from a Dade County public high school. The individual must attend Johnson & Wales University's North Miami campus, and meet the eligibility

requirements as determined by the College Assistance Program.

Johnson & Wales will also grant students who are eligible to receive CAP grants an additional award of up to half the amount granted by CAP. However, the University grant will not exceed the recipient's unmet need.

Applications are available in April from the CAP Office at 1500 Biscayne Blvd., Room 341, Miami, FL 33132; high school guidance counselors' offices; or the Johnson & Wales Admissions Office. All applications must be returned to the CAP Office and must be postmarked no later than June 28.

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.

Florida Association of Post-Secondary Schools and Colleges (FAPSC) Scholarship: High school graduates who enroll at the North Miami Campus of Johnson & Wales University may be eligible for this \$3,500 scholarship, which is renewable for up to four years. Applications are available from the J&W North Miami Student Financial Services Office. April 10 is the application deadline.

**Florida Bright Futures Scholarship Program/
Florida Merit Scholars Award/Florida
Vocational Gold Seal Endorsement**

Scholarship: These merit-based, non-renewable scholarship programs are administered cooperatively by BSFA (Bureau of Student Financial Assistance), a branch of the Florida Department of Education, and Johnson & Wales University. Students should contact their high school guidance office or BSFA for eligibility requirements and applications. Applications must be submitted to BSFA by April 10 of the student's senior year. The scholarship amount varies depending on the Department of Education's allocation of funds for that year.

J&W 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.

International Food Service Executives Association (IFSEA):

Scholarship aid is available to students enrolled full time in food service and hospitality programs. For more information, contact the International Food Service Executives Association, 1100 South State Road, #7, Suite 103, Margate, FL 33065 or call (305) 977-0767; fax (305) 977-0884.

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 up to \$7,700 and are renewable based on annual employee performance.

Student Assistant Employment Program:

Selection for this program is based on strong academic performance along with the necessary skills. No application is necessary, but a resume is requested by the hiring department for consideration. Some students who are selected for this program are eligible for a scholarship worth up to \$4,800. It is renewable based on annual employee performance and maintenance of a 2.50 GPA.

Academic Information

CLASS SCHEDULES

Classes are generally scheduled four days per week, Monday through Thursday. When certain Monday holidays are observed, and classes are cancelled, make-up classes will be held on Fridays. Final examinations may also be held on Fridays. The typical schedule for all students in their academic studies is three or four courses per term. During laboratory terms, Culinary Arts and Baking & Pastry Arts students report daily to their assigned laboratory class modules. Students on Practicum or Co-op are usually scheduled to work five-day weeks.

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 internships and laboratories, which have their own specific attendance criteria. Absences beyond the stated maximum for each course may jeopardize academic standing.

The Academic Support Services Office 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

Letter Grade	Grade Range	Quality Points
F	0–59	0.00
W	Withdrawal	0.00
W/P	Withdrawal/Pass	0.00
I	Incomplete	
P	Proficiency	
AU	Audit	
NC	No Credit	
GP	Grade Pending	
CX	Credit by Examination	
S	Satisfactory	
U	Unsatisfactory	
PL	Prior Learning Credit	

NOTE: *Not all grades apply at all campuses.*

Grade reports are issued upon completion of each term. A summary of a student's attendance record is included in each grade report.

Any student receiving a grade of Incomplete in an academic course, internship, or co-op 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. The W/P grade is not available for practicum courses, internships, externships or career co-ops. 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.)

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.

Proficiency Credit (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.

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.

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.

Credit by Examination (CX)

“Credit by Examination” grades are issued to students who have passed a departmental exam for specifically designated course(s) within a department.

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.

For more information on the Johnson & Wales 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.

SATISFACTORY ACADEMIC PROGRESS

A student must meet the following standards of academic achievement and successful completion of a prescribed sequence of study while enrolled at Johnson & Wales. Johnson & Wales requires that all courses be successfully completed in order to graduate.

MAXIMUM PROGRAM LENGTH

A student must complete the entire two-year academic program (A.S. degree) in no more than three academic years (9 terms). Failure to complete the A.S. degree in nine terms will result in forfeiture of the A.S. degree. A student must complete the entire four-year academic program (B.S. degree) 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 institution.

MINIMUM ACADEMIC ACHIEVEMENT

A student must achieve the following grade point averages (GPAs) at the specified evaluation points in order to remain enrolled as a regular student. The evaluation points reflect a sliding scale leading to 2.0 GPA required for graduation. Minimum termination and GPA evaluation points are as follows:

A.S. DEGREE	GPA
End of one term	1.00**
End of two terms	1.25
End of first academic year (three terms)	1.50
End of four terms (50% of maximum program length)	1.60*
End of second academic year (Six terms: 75% of maximum program length)	1.75*
End of eight terms	1.85
End of nine terms: graduation	2.00*

B.S. DEGREE	GPA
End of first academic year (three terms)	1.50
End of four terms	1.60
End of second academic year	1.75*
End of nine terms (50% of maximum program length)	1.80
End of 13 terms (75% of maximum program length)	1.85*
End of 18 terms: graduation	2.00*

* Required mandatory dismissal by federal law

** Immediate academic suspension

SUCCESSFUL COURSE COMPLETION

A student must successfully complete the following percentages of the courses required for the program in order to remain enrolled as a regular student. Where appropriate, adjustments will be made if a student is matriculating as less than a full-time student. The evaluations occur at the points indicated below.

Minimal Successful Course Completion	% Courses Attempted
A.S. DEGREE	
End of two terms	55%+
End of four terms	60%++
End of nine terms	100%++

B.S. DEGREE

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	65%++

+ Student may be put on academic probation.

++ Failure to meet standard will result in academic dismissal.

ACADEMIC PROBATION

Even though a student exceeds the minimum standards for academic achievement and successful course completion described above, the student will be placed on academic probation if the student's GPA or successful course completion rate at the evaluation point and at the end of each term is less than that required for graduation. All students placed on academic probation will be advised by the Academic & Transfer Credit Advisor or the Student Success Advisor and will be

offered tutoring. While on academic probation, a student is eligible for financial aid.

During the time of academic probation, the student's progress is monitored by the Committee on Academic Standing, which will determine whether to impose academic suspension or dismissal if satisfactory progress is not made.

Students on academic probation who achieve 2.00 or above will be returned to a nonprobationary status.

SUSPENSION

Students may be suspended if they do not meet Satisfactory Academic Progress. During the suspension period, the student will not be allowed to matriculate and is expected to work on academic deficiencies. To reinstate, students must provide documentation of academic improvement.

SPECIAL NOTICE TO STUDENTS RECEIVING EDUCATIONAL BENEFITS FROM THE VETERAN'S ADMINISTRATION

In addition to the conditions of satisfactory academic progress listed here, students receiving educational benefits from the Veteran's Administration (VA) must also maintain the following standards:

Students receiving VA educational benefits must maintain a cumulative grade point average (GPA) of 2.00 or above. If at the end of any term the VA student has less than a 2.00 cumulative GPA, academic probation will result for the rest of the term. Should the student not raise their GPA to a 2.00 or above, the student's VA educational benefits will be terminated. After one term, the student may be recertified for benefits, provided the GPA has been raised to a 2.00 or above and the student is eligible for reinstatement by the school as a regular student.

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.

However, with approval by the Committee on Academic Standing, the student may continue as a non-regular student for a period of time not greater than one term and will not be eligible for federal and state student aid in order to retake courses or to practice skills at which the student was previously unsuccessful. During the period (not greater than one term) the student will be charged tuition consistent with stated tuition and fees.

REINSTATEMENT AS A REGULAR STUDENT

If a student demonstrates that he/she is academically and motivationally 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 as a regular student including eligibility for federal and state student aid. The Director of Academic Services must approve reinstatement based on evaluations made by instructors and academic support services coordinators familiar with the work of the student. If reinstated as a regular student, the student will be placed on probation for at least one term.

Students who are academically dismissed before completing an A.S. degree may apply for reinstatement after earning an associate degree at an accredited post-secondary 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 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 may be substituted for the previous course failures in the calculation of the student's GPA. The repeated course will be calculated as a course attempted for purposes of determining satisfactory progress. Under no circumstances may the student extend as a regular student beyond one-and-one-half times the normal program length in order to complete the program.

MITIGATING CIRCUMSTANCES

The Committee on Academic Standing may grant leaves of absence and/or 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 reported.

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 is in a non-regular student status.

ACADEMIC APPEAL PROCEDURE

Any appeal of a decision of the Committee on Academic Standing must be made to the Dean of Academic Affairs. Appeals must be submitted in writing within seven days of notification. The Dean will consider the appeal. All decisions will be final.

LEAVES OF ABSENCE

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

PASS/FAIL

Johnson & Wales University does not offer courses on a pass/fail basis.

REMEDIAL COURSES

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

COURSE CANCELLATION POLICY

In the event that a scheduled course has been cancelled, the Academic Services Office will reschedule students for the classes or other courses required in the same programs. If the academic office is unable to give a student a full class schedule, tuition will be adjusted accordingly.

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's 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 concentration.

GRADUATION REQUIREMENTS

Graduation requires successful completion of a prescribed sequence of study, and a minimum grade point average of 2.0. 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 (FM1060), 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 of 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.

Students with the designated GPA 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 school must determine the requirements of those institutions and plan their programs of study accordingly. Johnson & Wales makes no claims or guarantee for transfer credit to other academic institutions. Similarly, students who intend to take state business or foreign business, trade or professional licensing examinations should determine the prerequisites of those jurisdictions prior to selecting programs of study. Students who are interested in transferring to Johnson & Wales should see page 19 for information on transfer admissions.

DEAN'S LIST

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

CONCENTRATIONS

The School of Arts & Sciences offers 13.5-quarter-credit-hour concentrations in Leadership Studies, Literature and Psychology. These concentrations allow students to pursue in depth areas of general studies in which they have special interest or aptitude.

The Hospitality College offers 13.5-quarter-credit-hour concentrations in Cruise Lines, Food & Beverage, Golf Management, and Hospitality Sales & Meeting Management.

The College of Business offers a 13.5 quarter credit hour concentration in Human Resource Management.

Upon graduation, the successful completion of a concentration is recorded on the student's transcript.

ACADEMIC HONOR SOCIETIES

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

The **Golden Quill Honor Society** recognizes first time bachelor of science degree candidates who have achieved a 3.60 cumulative for the first three terms of their baccalaureate studies.

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.

ACADEMIC FUNCTIONS

Orientation is mandatory for all new students, and is held each term before the start of classes. Activities include registration, academic orientation, social activities, distribution of photo identification cards and meetings with administration, faculty and residence hall representatives. Orientation also includes placement testing.

Commencement is held annually at the end of the academic year. Degree candidates are recognized at the commencement exercises. Participation in commencement exercises does not imply that graduation requirements have been met.

AWARDS

Johnson & Wales University recognizes superior academic achievement and outstanding contributions in extracurricular activities by granting the following awards:

The **Trustees Awards** are presented to a female and male student in memory of the faithful service to the University of Trustees Dr. Christopher Del Sesto (female award) and Dr. Anthony Kemalian (male award). The awards are given to students who have made the greatest contributions in service to the University.

The **President's Award** is presented to the student who has performed in an outstanding capacity, both in the classroom and in extracurricular activities.

Outstanding Johnson & Wales University students are nominated to the national publications of **Who's Who Among Students in American Universities and Colleges** on the basis of academic achievement and leadership in extracurricular University and community activities.

The **Judith "Hootie" Solt Community Service Award** is presented to a student in memory of the outstanding community service exemplified by Florida Campus student Hootie Solt. The award is presented to the student who best demonstrates a commitment to volunteerism and community service during his or her enrollment.

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, 8 Abbott Park Place, 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, Region 4, U.S. Department of Education, P.O. Box 2048, 04-3010, Atlanta, GA 30301-2048.

(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 offers a variety of work programs and career services to assist students in obtaining successful employment at graduation and managing continued career success.

Programs include an annual Career Day every October which is an event open to the entire student body. Each year numerous national and international firms participate.

Part-time and full-time jobs are posted by employers on the University's online job posting system, "E-recruiting." Students may access E-recruiting 24 hours a day to receive updated information on part-time and full-time jobs, on-campus interviews and Career Development services, etc.

Career management courses are taught to students to develop effective career planning, and assist in job search and career management skills. Career management instructors provide career counseling and guide students in the use of a career passport system. This system is a tool developed with employers that communicates employer expectations and provides students a program for building and demonstrating relevant workplace skills to prospective employers.

The Summer Work Experience Program (SWEP) is available to students interested in gaining valuable work experience at businesses and resorts across the country. Successful SWEP students are eligible to earn a scholarship contributed by participating employers and the University.

Cooperative Education opportunities are available in the Business and Hospitality colleges, as well as the College of Culinary Arts. Co-op is designed to provide students with a paid, practical work experience in their chosen fields of study, while at the same time allowing students to earn academic credit for the experience. Scholarship funds are generated

through contributions from participating culinary co-op employers and awarded to students based on financial need.

Each year, numerous companies from throughout the United States visit the campus to recruit graduating students. Many off-campus employer programs are also offered, providing graduates the opportunity to pursue several job search strategies.

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 with the Career Development office and submit a signed Career Profile prior to their graduation from the University.

STUDENT SUCCESS

The Student Success team offers a variety of services to assist each student in preparation for graduation and career placement. This team's goal is to support students in their efforts to develop and maximize their talents, empower them to direct their own learning and lead them to pathways of success. With emphasis on success, graduates acquire lifelong behaviors and attitudes which are recognized by employers.

SERVICES OFFERED:

- Personal Advising
- Student Achievement Center — Individual and Group Peer Tutoring
- Accommodations for Special Needs
Students with appropriate documentation, including but not limited to
 - Decelerated Course Load
 - Preferential Scheduling
 - Oral/Untimed Exams
 - Note-taking Accommodation
 - Tape Recorders Allowed in Class
 - Taped Text Support Group

- Workshops in
 - Stress Management
 - Time Management
 - Substance Abuse Awareness
 - Communication Skills
 - Learning Strategy Management
- Courses in Academic Development
- University Standardized Testing Program

Student Success complements students' technical training by sharpening their ability to position themselves in today's competitive marketplace.

This is accomplished with programs centered around personal and career success. Individual, personal and career counseling is available through Student Success. At Johnson & Wales our message to students is "Your Success is Our Success." Student Success is a vehicle for ensuring student success while at Johnson & Wales and throughout life.

STUDENT SUCCESS — TUTORIAL ASSISTANCE

The University provides tutorial assistance through Student Success. Every effort is made to identify students in need of assistance. Students themselves, however, are urged to take the initiative in seeking out-of-class help during faculty office hours and through Student Success.

In addition, peer tutoring is also available in math and writing skills and most major courses. Peer tutors, directed by a learning skills professional, provide individual and/or group sessions as student needs and resources dictate.

SPECIAL NEEDS/DISABLED STUDENTS

Johnson & Wales University is dedicated to providing reasonable accommodation to allow learning disabled, physically disabled, and other challenged students to succeed in academic pursuits. While maintaining the highest academic integrity, the University strives to balance scholarship with support services which will assist special needs students to function in the University's academic environment. Consult the **Student Handbook** for more information.

Because some programs of study at the University have technical standards and requirements, applicants and students with special needs or physical disabilities should contact Dr. Martha Sacks, Academic Support Services Coordinator, at (305) 892-7046 to discuss the availability of reasonable accommodations where appropriate. For more information on technical standards, see pages 87–88.

PERSONAL COUNSELING

Student Success advisors at Johnson & Wales provides referrals for personal counseling services as well as group counseling. Students having difficulty with any aspect of college life are encouraged to make an appointment.

ENGLISH LANGUAGE INSTITUTE

The English Language Institute provides international students with an opportunity to learn English as a second language and to earn academic credit for intermediate and advanced levels.

The English Language Institute offers intensive English instruction of 20 hours per week for students preparing for admission to any of our programs. Students are placed in four different skill area classes: Listening/Speaking, Reading, Writing and Grammar.

Course objectives are academically oriented with the aim of preparing students to function at the university level. In addition, students will be given opportunities for social and cultural experiences designed to assist their cultural transition.

Dedicated to student success, The English Language Institute places students in the program at their level of English proficiency.

HEALTH SERVICES

J&W maintains a Health Services Office on the second floor of the Academic and Student Center where health care is provided to students.

The J&W nurse provides limited health care services, maintains student medical records, and makes provisions for students requiring special medication, etc. In addition, the nurse may refer students to an independent physician.

J&W's health services are available to resident and commuting students.

MEDICAL RECORDS

As a prerequisite to registration, the University and the Florida State Department of Health require that all new students — residents and commuters alike — submit a completed medical record with documented proof of a physical exam within the last year. All new students must also provide documented proof of immunization against measles, mumps and rubella, tuberculosis, and a tetanus/diphtheria shot on Admission Physical Examination forms. These forms may be obtained by contacting the University at (305) 892-7000.

For more information about Health Services, consult the **Student Handbook**.

INTERNATIONAL STUDENT SERVICES

On-Campus Employment: There are a limited number of positions available to international students for on-campus employment. Applications are accepted upon completion of two terms of study at Johnson & Wales.

Tax and Immigration Seminars: Over the course of the year, the International Student Advisor will coordinate seminars on taxes and immigration. Times and dates for these seminars will be posted in the Student Life Office.

ORIENTATION

Johnson & Wales University's Orientation Program is designed to help students become acquainted with college life and to facilitate a successful freshman year experience. Students are introduced to many University administrators, faculty, staff and student leaders who provide valuable information on academic studies, student life, University policies and financial services.

RESIDENTIAL LIFE

Freshman students are primarily housed in either Biscayne Commons or Flamingo Hall. These accommodations contain the following:

BISCAYNE COMMONS

- 216 residents
- One large study lounge
- One TV lounge/game room
- Swimming pool
- Swipe card access
- On-site laundry and vending facilities
- Computer lab with internet access
- Cable and local telephone with voicemail
- Private bath in each room

FLAMINGO HALL

- Connected to the classrooms
- 270 residents
- Code access
- MicroFridges
- Cable and local telephone with voicemail
- Two TV lounges
- Computer lab with internet access
- Showers, laundry and vending facilities on every floor

Freshman and upperclassman students who prefer apartment living may request to live at Emerald Lake Hall, Arch Creek Place or Lakeside Tower. These accommodations contain the following:

EMERALD LAKE HALL AND ARCH CREEK PLACE

- 3–4 students per apartment
- Easy access to the University
- Laundry facilities
- Free parking
- Kitchen/private bathroom
- Waterfront view
- Apartment-style living

LAKESIDE TOWERS

- Close proximity to campus
- Efficiency, 1- and 2-bedroom apartments
- 160 residents
- On-site laundry and vending facilities
- Kitchen and private bath
- Swimming pool
- Waterfront view
- Swipe card access

Limited space will be available in Courtyard Apartments.

Prior to July 1, room assignments are made based on receipt of contract and deposit date. After July 1, requests are honored on a first-received, first-placed basis.

Resident Assistants are assigned to the residence hall to assist with a student's college living experience. They are upperclass students who are selected because of their ability to understand and work with fellow resident students.

In addition to Resident Assistants, uniformed security officers are present 24 hours a day. It is important to note that the officers maintain the reception area at both Biscayne Commons and Flamingo Hall from midnight to 8 a.m.

SECURITY STATEMENT

In compliance with the Crime Awareness and Campus Security Act of 1990, Johnson & Wales publishes an Annual Security Report which discloses information about campus security policies and procedures, and statistics concerning whether certain crimes took place on or adjacent to and accessible from the campus. Copies of the report may be obtained from the Admissions Office and/or Student Life Office.

Student Activities

The Office of Student Activities serves multiple functions within the Johnson & Wales community in supporting students' needs, activities and campus programs. The Office provides professional support for students at Johnson & Wales in their nonacademic pursuits as well as exposure to and participation in social, cultural, educational and recreational programs.

These programs and services emanate from the Office of Student Activities:

- student clubs and organizations
- program advisement
- reservation of facilities

The Office of Student Activities maintains bulletin boards for student organizations to publicize and promote special programs. All postings are to be turned in to the Office of Student Activities where they will be stamped. Students may then post the material in designated areas.

STUDENT ORGANIZATION SPACE, WORK AREA AND OFFICE USE

The Office of Student Activities has resource areas available to all recognized student clubs or organizations. The Office of Student Activities is located in the Student Recreational Center.

ANTI-HAZING POLICY

Hazing or any action or situation which recklessly endangers an individual's mental or physical health and/or involves the forced consumption of alcohol or drugs is prohibited under the University's Student Code of Conduct. The Student Code of Conduct is outlined in the Student Handbook which is distributed at new student registration.

CLUBS AND ORGANIZATIONS

Opportunities abound for students to become involved in a club or organization that suits their interests and curiosities. Guidelines for starting a new organization are outlined in the Student Handbook. The following is a partial list of the many clubs and organizations that are recognized and active at Johnson & Wales University.

Accounting Club provides educational enhancement through monthly meetings, topical speakers, and information resources. Members receive hands-on experience preparing taxes for the Johnson & Wales staff, faculty, and students as well as the Volunteer Income Tax Assistant program.

Baking & Pastry Club is an organization dedicated to pastry arts. Provides pastry services to the community.

Big Brothers, Big Sisters is a national mentoring organization serving youth in the community. Our students spend time doing things they enjoy with their little brother or sister.

Billiards Club brings people together who have a common interest in billiards. The objective is to be competitive and yet have fun, whether it is in practice or tournaments.

Campus Crusade for Christ gives students an opportunity to increase their spiritual awareness.

Capital Punishment (Competitive Dance Team) provides an organization in which people can express themselves through dance.

Catering Club caters any function at J&W, for other clubs' parties, etc.

Chippers Club is an organization dedicated to the art of ice carving. Members receive training and encouragement in the design and crafting of ice sculptures.

Club LaKay (Haitian Student Organization)

dedicated to bringing pride, knowledge, and personal enrichment, culture, and service in the Haitian community.

Collegiate Ambassador Team (CAT) is an organization that assists the Admissions Office in meeting the needs of prospective students. The goal is to create a group of students to represent the University student body during tours, special events and recruitment efforts. Members will develop leadership skills and enhance their resumés. For further information call the Special Events Coordinator at (305) 892-7584. Please note that CAT is a selective organization; an application process is involved and terms of service vary.

Competition Club competes on a state and national level in various culinary events.

Criminal Justice Society provides awareness for a development in the field of criminal justice and gives students hands-on experience in the industry.

Cutters & Carvers Club helps alumni to sharpen and refine their skills in ice carving.

DECA (Delta Epsilon Chi) assists their members in their growth and development. It also helps them to develop a respect for education in marketing, which will contribute to occupational competence and career success.

Delta Sigma Theta Sorority Inc. is an organization of college-educated women committed to constructive development of its members and to public service with a primary focus on the African-American community.

Entourage of Intrigue seeks to enrich the "fashion experience" for students of all majors at Johnson & Wales University.

Entrepreneur Inc. provides students with the necessary information they need to begin, run and operate a successful business.

Eta Sigma Delta is the international honors society for Hospitality Management. It recognizes hospitality students for outstanding academic achievements and professionalism.

FCCLA (Family Career Community Leaders of America) is an organization that teaches individuals how to be strong and positive leaders in their families, communities and careers.

Gamma Omega Phi Sorority promotes the personal and professional empowerment of women of minority descent.

Hear My Story encourages students to express themselves through creative writing (poetry, stories and thoughts).

Hillel facilitates an awareness of Judaism. It provides support and a number of activities that help to build a better understanding of Jewish tradition, events and rituals.

Honors Society promotes academic excellence, community leadership and the Honors Program at the North Miami Campus of Johnson & Wales University.

Hospitality Club fosters a greater understanding of the hospitality industry through interaction with industry professionals. It also promotes learning and fun outside of the classroom through activities and field trips.

Iota Phi Theta Fraternity Inc. continues the development and preservation of scholarship, leadership, citizenship, fidelity and brotherhood among men.

Johnson & Wales Voices of Praise Choir gets students to recognize the value of religion by ministering through song and praise.

Jr. ACF (American Culinary Federation) engages in fundraising for the American Culinary Federation, scholarships, guest lectures, certification procedures, field trips, seminars and demonstrations.

Kappa Alpha Psi Fraternity promotes the general welfare of Johnson & Wales University through community service, the well being of students, volunteer activities and social functions through achievement in every field of human endeavor academically, socially, intellectually and spiritually.

Million Dollar Minds allows members to attain information on how small businesses succeed, and apply that knowledge in order to achieve business success.

National Hispanic Business Association aims to increase enrollment of hispanics in higher educational programs; assist organizations in recruiting, developing and promoting hispanic professionals, and voice the concerns of hispanic students and alumni interested in a career in the business world.

National Society of Minorities in Hospitality builds and maintains a working relationship between minority hospitality students and industry professionals. It also aids in the recruitment and retention of minorities in the hospitality program.

National Student Organization (NSO)
Any high school student who is a member of the high school chapter of any of the following organizations may receive a scholarship.

PAL (Peer Advisor Liaison) provides incoming freshman students with an upper-class buddy whom they can approach with any concerns, whether personal or academic, for the duration of the freshman year. This program helps students to get acclimated to the Johnson & Wales atmosphere.

PBL/FBLA (Phi Beta Lambda) brings business and education together in a positive working relationship through innovative leadership and career-development programs.

Pep Squad provides support and encouragement from the fans for the basketball team.

Point of View gives members a forum to explore literature, music and current events from different perspectives and to expand the way they view the world.

Spanish Flavor Club gives students the opportunity to learn about Spanish cuisine, as well as to improve their cooking skills and knowledge.

Step Team provides a better understanding of the background of dance and choreography while providing a safe, fun and recreational setting for both men and women of all backgrounds no matter what their skill level.

Tasters of the Vine Club learns about and samples wines in general. They also assist with special functions.

Virgin Islands Club educates the community about Virgin Islands heritage.

VICA (Vocational Industry Club of America) helps to encourage young professionals in business, hospitality, and culinary arts as they pursue life and career goals.

Wildcat Dancers provides ladies with a way to get involved by performing at home basketball games, pep rallies, and various dance competitions.

Yearbook Committee gives students the opportunity to get involved with designing and creating the annual yearbook.

RECREATIONAL PROGRAMS

Johnson & Wales offers its students the opportunity to participate in a variety of recreational programs including:

- Aerobic Dance/Step Aerobics
- Billiards
- Bowling
- Darts
- Golf
- Table Tennis
- Tennis
- Weightlifting

INTRAMURAL SPORTS

Anyone can participate in the intramural program at Johnson & Wales. Students interested in participating on a team should stop by the Office of Student Activities located at the Recreation Center. Programs include:

- Basketball
- Billiards
- Beach Volleyball
- Flag Football
- Table Tennis
- Bowling
- Soccer
- Softball

VARSITY SPORTS

Sports are offered in the following areas:

- Basketball
- Cheerleading

Currently, the North Miami Campus features varsity cheerleading, golf and basketball. Students who are interested in joining the team should contact David Graham at (305) 892-7022 for more information.

Programs of Study

ACCOUNTING

(College of Business)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Accounting associate degree program provides a solid introduction to accounting, preparing students for entry-level positions in departments such as accounting, bookkeeping or accounts payable of an organization. Upon completion of the program, students are best prepared to continue their studies in the Accounting bachelor's degree program. Students have the option to select other College of Business bachelor's programs.

Senior students in the Accounting program at the Florida Campus work closely with the Internal Revenue Service in a program called Volunteers in Income Tax Assistance (VITA). The Internal Revenue Service provides an opportunity for accounting students to become certified tax preparers through classes and an examination that qualifies individual students to prepare federal tax returns. The VITA program is another example of the experiential learning that takes place at Johnson & Wales University. Students learn through actual work experiences and are able to practice the skills and knowledge needed for future careers.

BACHELOR OF SCIENCE (B.S.) DEGREE

The Accounting bachelor's degree program consists of extensive specialized accounting courses as well as related business subjects and general studies. The program is designed to prepare students for entry-level positions in public accounting firms and similarly challenging positions in private, governmental and nonprofit organizations. Positions include staff accountants in public accounting firms, or in finance, tax or cost departments.

Students enrolled in both the associate and bachelor's degree programs who maintain at least a 3.0 grade point average may have the opportunity to participate in several on-campus practicum opportunities. They receive hands-on experience by performing accounting functions for various University operations. Students participating in the Accounting Practicum may graduate with experience in payroll, accounts payable, accounts receivable, financial reporting and internal audit.

Students may also apply for a Career Co-op in place of one term of classroom studies. Co-ops and summer terms abroad must be approved by the Accounting Department Chair.

Students who have completed the Undeclared Major program, or have earned their Computer/Business Applications or any College of Business associate degree (except Equine or Criminal Justice), are eligible to continue toward a Bachelor of Science Degree in Accounting.

Students who choose these degree combinations are advised to select accounting courses as their electives (if offered) during the first two years of study.

Students wishing to satisfy the 150 Hours of College Education requirement, now required in many states before being allowed to take the Uniform Certified Public Accountants Examination, may achieve this objective and at the same time earn a master's degree by applying for acceptance to the Alan Shawn Feinstein Graduate School at the Providence Campus at the end of their junior year. Acceptance will be granted provided the student receives the recommendation of two undergraduate faculty members, successfully completes an interview process, and fulfills the requirements for the bachelor of science degree. Acceptance may also be granted provided the student completes

AC3012, AC3030, AC3045, AC4050, EC3040 and one of the following 13.5 credit courses for a total of 22.5 credits:

- BU4099 Business Career Co-op
- TA4089 Summer Term Abroad

To maximize the benefits from choosing electives, and because of different state requirements, students desiring to sit for the Uniform Certified Public Accountants examination are urged to contact their faculty advisor early in the program.

ACCOUNTING

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

MAJOR COURSES		CREDITS
AC1001	Principles of Accounting I & Lab	5.5
AC1002	Principles of Accounting II & Lab	5.5
AC1005	The Accounting Field	4.5
AC2011	Federal Taxes I	4.5
AC2021	Intermediate Accounting I	4.5
AC2022	Intermediate Accounting II	4.5
AC2031	Cost Accounting I	4.5
MG1001	Principles of Management	4.5
MK1001	Principles of Marketing	4.5

RELATED PROFESSIONAL STUDIES

LW2001	The Legal Environment of Business I	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5
TS1000	Introduction to Computers	4.5
TS1010	Microcomputer Applications	4.5

GENERAL STUDIES

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
MT1020	College Algebra	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
Science	One science course from the following: SC1015 or SC3010	4.5

Total Credits	98.5
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NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Accounting (see next page)
- Management (see page 78)
- Marketing (see page 80)

ACCOUNTING

A four-year program leading to the bachelor of science degree for two-year **Accounting** program graduates.

First two years:

Associate in Science Degree in Accounting (see previous page) 98.5

Third and fourth years:

MAJOR COURSES	CREDITS
AC2023 Intermediate Accounting III	4.5
AC3012 Federal Taxes II	4.5
AC3030 Not-for-Profit Accounting	4.5
AC3032 Cost Accounting II	4.5
AC3040 Auditing	4.5
AC3045 Internal Auditing	4.5
AC3050 Advanced Accounting	4.5
AC3075 Financial Management	4.5
AC4060 Accounting Seminar	4.5
AC4050 International Accounting	4.5
EC3040 Money & Banking	4.5

RELATED PROFESSIONAL STUDIES

LW3002 The Legal Environment of Business II	4.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES

EN1001 An Introduction to Literary Genres	4.5
HI4020 American Government	4.5
LD2001 Foundations of Leadership Studies	4.5
PH3020 Logic: Critical Thinking	4.5
OR	
PH3040 Ethics of Business Leadership	4.5
SO2001 Sociology I	

FREE ELECTIVES

Three courses selected from offerings within the University 13.5

Total Credits 91.0

Four-Year Credit Total 189.5

ACCOUNTING

A four-year program leading to the bachelor of science degree for two-year **non-Accounting** program graduates.

First two years:

Associate in Science Degree in other* College of Business Program 98.5–102.0

Third and fourth years:

MAJOR COURSES	CREDITS
AC2011 Federal Taxes I	4.5
AC2021 Intermediate Accounting I	4.5
AC2022 Intermediate Accounting II	4.5
AC2023 Intermediate Accounting III	4.5
AC2031 Cost Accounting I	4.5
AC3032 Cost Accounting II	4.5
AC3040 Auditing	4.5
AC3045 Internal Auditing	4.5
AC3050 Advanced Accounting	4.5
AC3075 Financial Management	4.5
AC4060 Accounting Seminar	4.5

RELATED PROFESSIONAL STUDIES

LW3002 The Legal Environment of Business II	4.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES — CORE

EN1001 An Introduction to Literary Genres	4.5
HI4020 American Government	4.5
LD2001 Foundations of Leadership Studies	4.5
PH3020 Logic: Critical Thinking	4.5
OR	
PH3040 Ethics of Business Leadership	4.5
SO2001 Sociology I	

GENERAL STUDIES — PROGRAM

MT2001 Statistics	4.5
Electives Two courses selected from offerings within the School of Arts & Sciences or any other general studies course	9.0

FREE ELECTIVE

One course selected from offerings within the University 4.5

Total Credits 91.0

Four-Year Credit Total 189.5–193.0

* These associate in science programs include Business Administration, Fashion Merchandising, Management and Marketing.

BAKING & PASTRY ARTS

(College of Culinary Arts)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The associate degree program in Baking & Pastry Arts provides students with practical education in baking and pastry production, while developing professionalism and excellence in academic achievement. Students progress through a program of study that builds proficiency in baking and pastry production, cost control, 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.

First-year Baking & Pastry Arts students rotate through one term of academics and two terms of hands-on laboratory classes. Students are introduced to techniques of combining basic ingredients to produce classical French pastries, basic breads, cakes and plated desserts.

The second year emphasizes advanced techniques in classical and international preparation and production of cakes, tortes, sugar work, chocolate and confections. Academic courses include leadership studies, introduction to life science, communication skills and cost control. Students have a choice, based on grade point average, of working off-campus in a cooperative program in pastry arts or an internship at the Providence Campus.

During pastry internships at University-owned facilities including Johansson's Bakery, the Radisson Airport Hotel and the Johnson & Wales Inn, students participate in actual public food service operations in preparation for future careers.

Upon graduation from the Baking & Pastry Arts associate degree program, a variety of positions are attainable in hotels, clubs and resorts, high-volume production bakeries, independent bakeries, restaurants, contract bakeries, and wholesale pastry shops.

Eligible graduates may apply for entrance into the bachelor of science degree program in Culinary Arts at the Florida Campus, the bachelor of science degree program in Baking & Pastry Arts or the bachelor of science degree program in Culinary Nutrition at the Providence Campus. Certain requirements pertain to each of these bachelor's degree programs, which are noted in their respective program descriptions.

COOPERATIVE EDUCATION

Eligible second-year Baking & Pastry Arts students may apply for a Selective Career Cooperative Education assignment in place of the Baking & Pastry 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 Baking & Pastry 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 bakery or similar experience in a hotel or resort.

TEACHING ASSISTANT AND FELLOW SCHOLARSHIP PROGRAM

Each year, administrators at the College of Culinary Arts, in conjunction with the administration of Practicum Properties, select Teaching Assistant candidates from among the top students of the graduating class in the Culinary Arts and Baking & Pastry Arts associate degree programs. Students who are continuing their education at the University as Teaching Assistants must be enrolled in a day school program. Qualified Teaching Assistants may advance to Fellow during their senior year. These opportunities allow students to help defray the costs of advanced study while developing their supervisory/management skills.

BAKING & PASTRY ARTS

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

MAJOR COURSES		CREDITS
PA1100	Introduction to Breads & Rolls	7.5
PA1200	Classical French Pastries	7.5
PA1300	Hot & Cold Dessert Presentations	7.5
PA1400	Introduction to Cake Decorating and Petits Fours	7.5
PA2100	Advanced Cake Decorating & Classical French Tortes	7.5
PA2200	Chocolate and Sugar Artistry & Showpieces	7.5

Pastry Arts Applications*		15.0
PA2276	Pastry Arts Internship	
PA2296	Pastry Arts Cooperative Education	

RELATED PROFESSIONAL STUDIES		
FM1055	Baking Formula Technology	4.5
FM1060	Sanitation Management	2.0
FM1999	NRA Sanitation Certification Exam	0.0
FM2025	Food and Beverage Cost Control	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5

GENERAL STUDIES		
EN1020	English Composition	4.5
EN1030	Communication Skills	4.5
LD2001	Foundations of Leadership Studies	4.5
MT1002	A Survey of College Mathematics	4.5
SC1015	Introduction to Life Science	4.5

Total Credits **95.5**

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

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Baking & Pastry Arts (Providence Campus)
- Culinary Arts (see page 67)
- Culinary Nutrition (Providence Campus)
- Food Marketing (Providence Campus)
- Food Service Entrepreneurship (Providence Campus)
- Food Service Management (see page 71)

BUSINESS ADMINISTRATION

(College of Business)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Business Administration associate degree program prepares students for a variety of business career options. It is an ideal course of study for those who plan to pursue a bachelor's degree but have not yet chosen a business career specialization.

Students enrolled in the program may elect to continue their education toward any College of Business bachelor of science degree except Criminal Justice.

Qualified students entering four-year College of Business majors are eligible for special studies programs such as International Business Experience, Summer Term Abroad, Summer Work Abroad Program, or Co-op.

Students continuing their education in bachelor's degree programs in the College of Business have many options to choose from that enhance and add experiences beyond the classroom. Summer Abroad Programs, Internships and Practicum Experiences are available for those students who enroll in Management, Marketing or Accounting bachelor's degree programs.

Business Administration students choosing to complete a bachelor's degree program have an opportunity to learn and work in an actual business environment. The Johnson & Wales University Business Center is located near the Florida Campus and serves to support and assist local merchants, businesses, the community and various city agencies and boards. Students gain experience by working with clients designing and implementing business plans, marketing and advertising, and assisting in accounting and finance projects and sales promotion campaigns. Students working and learning at the Business Center are often invited to city commission and economic board meetings at the local city hall in North Miami.

BUSINESS ADMINISTRATION

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

MAJOR COURSES		CREDITS
FI2010	Finance OR	4.5
FI2020	Introduction to Financial Institutions	4.5
IB1001	Introduction to Global Business	4.5
MG1001	Principles of Management	4.5
MG2001	Human Resources Management	4.5
MG2020	Organizational Behavior	4.5
MG2030	Service and Production Operations Management	4.5

RELATED PROFESSIONAL STUDIES

AC1021	Business Accounting I and Lab	5.5
AC1022	Business Accounting II and Lab	5.5
MK1001	Principles of Marketing OR	4.5
MK1011	Principles of Professional Selling	4.5
LW2001	The Legal Environment of Business I	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5
TS1000	Introduction to Computers	4.5
TS1010	Microcomputer Applications	4.5

GENERAL STUDIES

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
MT1002	A Survey of College Mathematics	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
Science	One science course from the following: SC1015 or SC3010	4.5

Total Credits **98.5**

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Accounting (see page 59)
- Management (see page 78)
- Marketing (see page 80)

CRIMINAL JUSTICE

(College of Business)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Criminal Justice associate degree program prepares students for careers in law enforcement, corrections, court administration, probation and parole, private security, insurance investigation and allied positions.

BACHELOR OF SCIENCE (B.S.) DEGREE

Upon completion of the Criminal Justice associate degree program, students may continue their studies in the bachelor's degree programs of Criminal Justice. Because of more advanced training, four-year Criminal Justice graduates can expect to be offered employment that will allow them to advance more rapidly in the criminal justice profession. Moreover, some employers, especially federal government law enforcement agencies, require a baccalaureate degree as an entry-level requirement.

Johnson & Wales University offers Criminal Justice students the opportunity to experience first-hand methods and techniques used in criminal investigation. The Crime Scene Institute (CSI) of Johnson & Wales University is located on campus and includes an actual crime scene laboratory, lecture and mock courtroom and crime scene area. Criminal Justice students learn and experience what is required when investigating, gathering and analyzing evidence from an actual crime scene.

CRIMINAL JUSTICE

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

MAJOR COURSES		CREDITS
LW1002	Introduction to Criminal Justice	4.5
LW1090	Introduction to Law Enforcement	4.5
LW2040	Principles of Corrections	4.5
LW2050	Criminology	4.5
LW2080	Criminal Law I	4.5
LW2085	Juvenile Justice	4.5

RELATED PROFESSIONAL STUDIES		
AC1001	Principles of Accounting I & Lab	5.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5
TS1000	Introduction to Computers	4.5
TS1010	Microcomputer Applications	4.5

GENERAL STUDIES		
EN1001	An Introduction to Literary Genres	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
MT1002	A Survey of College Mathematics	4.5
PS2001	General Psychology	4.5
PS2002	Abnormal Psychology	4.5
SO2001	Sociology I	4.5
Science	One science course from the following:	
	SC1015 or SC3010	4.5

FREE ELECTIVES	
Two courses selected from offerings within the University	9.0

Total Credits **93.0**

NOTES: In lieu of the electives, selected students with an overall minimum 2.75 GPA and a minimum 2.75 GPA in the major may serve a one-term externship in an approved criminal justice facility for 9 credits.

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTION:

- Criminal Justice (see next page)

CRIMINAL JUSTICE

A four-year program leading to the bachelor of science degree for two-year **Criminal Justice** program graduates.

First two years:

Associate in Science Degree in
Criminal Justice (see previous page) 93.0

Third and fourth years:

MAJOR COURSES		CREDITS
LW3015	Crime & Constitutional Issues	4.5
LW3035	Court Administration & Management	4.5
LW3071	Criminal Law II	4.5
LW3075	Criminal Investigation	4.5
LW3090	The Law of Evidence	4.5
LW4040	Criminalistics	4.5
SC4L40	Criminalistics Lab	1.5

RELATED PROFESSIONAL STUDIES

AC1002	Principles of Accounting II & Lab	5.5
MG1001	Principles of Management	4.5
MG2001	Human Resource Management	4.5
PD0010	Career Management Capstone	1.0

GENERAL STUDIES — CORE

HI2002	World History Since 1500	4.5
LD2001	Foundations of Leadership Studies	4.5
PH3020	Logic: Critical Thinking	4.5
PH3040	Ethics of Business Leadership	4.5

GENERAL STUDIES — PROGRAM

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
HI4020	American Government	4.5
PS3001	Social Psychology	4.5
SO2002	Sociology II	4.5
Elective	One course from offerings in the School of Arts & Sciences or any other general studies course	4.5

FREE ELECTIVES

Two courses selected from offerings within the University (Selected students may elect externship.) 9.0

Total Credits 98.0

Four-Year Credit Total 191.0

NOTE: In lieu of the electives, selected students with an overall minimum 2.75 GPA and a minimum 2.75 GPA in the major may serve a one-term externship in an approved criminal justice facility for 9.0 credits.

CULINARY ARTS

(College of Culinary Arts)

ASSOCIATE IN SCIENCE (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 studies, personalized nutrition management, communication skills, introduction to menu planning and cost control.

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 looking to continue their studies may do so in the Culinary Arts or Food Service Management bachelor's degree programs.

Graduates who wish to pursue their bachelor's degrees at the Providence Campus may choose from Baking & Pastry Arts, Culinary Nutrition, Food Marketing, or Food Service Entrepreneurship bachelor's degree program options.

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 INTERNATIONAL EXCHANGE

Each year, a select group of second-year students is chosen to participate in a student international exchange program with culinary arts schools in Ireland, France and the Netherlands. For one term, J&W students attend classes in either Ireland, France or the Netherlands. In exchange, students from these schools attend culinary classes at Johnson & Wales University. Selected students receive full academic credit for the term abroad.

CULINARY ARTS

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

MAJOR COURSES		CREDITS
CA1315	Stocks, Sauces and Soups	3.0
CA1325	Essentials of Dining Room	3.0
CA1335	Traditional European Cuisine	3.0
CA1345	Introduction to Baking & Pastry	3.0
CA1355	New World Cuisine	3.0
CA1365	Principles of Beverage Service	3.0
CA1375	Nutrition & Sensory Analysis	3.0
CA1385	Fundamentals of Food Service Production	3.0
CA1395	Purchasing & Product Identification	3.0
CA1405	Skills of Meatcutting	3.0
CA2215	Garde Manger	3.0
CA2225	Classical French Cuisine	3.0
CA2235	Advanced Dining Room Procedures	3.0
CA2245	International Cuisine	3.0
CA2255	Advanced Patisserie/Desserts	3.0
Culinary Arts Applications*		15.0
CA2276	Culinary Arts Internship	
CA2286	Culinary Arts International Exchange	
CA2296	Culinary Arts Cooperative Education	

RELATED PROFESSIONAL STUDIES

FM1060	Sanitation Management	2.0
FM1999	NRA Sanitation Certification Exam	0.0
FM2045	Introduction to Menu Planning and Cost Controls	4.5
FM2050	Personalized Nutrition Management	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5

GENERAL STUDIES

EN1020	English Composition	4.5
EN1030	Communication Skills	4.5
LD2001	Foundations of Leadership Studies	4.5
MT1002	A Survey of College Mathematics	4.5
SC1015	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.

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Baking & Pastry Arts (Providence Campus)
- Culinary Arts (see next page)
- Culinary Nutrition (Providence Campus)
- Food Marketing (Providence Campus)
- Food Service Entrepreneurship (Providence Campus)
- Food Service Management (see page 71)

BACHELOR OF SCIENCE (B.S.) DEGREE

The College of Culinary Arts has designed a four-year curriculum that combines practical education in food production along with leadership training and general studies to prepare men and women for careers as executive chefs. The Culinary Arts bachelor of science degree program provides you with the opportunity to increase your cognitive, critical thinking and practical application skills. Students will attend three terms of academic studies. In both the junior and senior years, students will attend intensive advanced laboratories. These laboratories are designed to build hands-on skills in proper cooking and baking techniques, ice carving, creative garnishing, food styling, plate presentation and the cuisines of America and the world. Students will learn the physical and chemical changes occurring in food during preparation, serving and storage. They will apply that knowledge with other foods and cooking technologies.

During the senior year, students will participate in a one-term Advanced Career Cooperative Education program. All work experiences are in the kitchen and are production oriented with emphasis on supervisory skill development and kitchen management. Students will also develop practical leadership skills used by chefs in today's kitchens. Students participate in "real world" activities which allow them to experience the role of the chef in food service operations. They work with the latest equipment technology and see how the computer is used to help them succeed in the restaurant business. Additionally, students study the financial aspects of how the kitchen contributes to the overall success of the business.

Upon completion of the bachelor's degree program in Culinary Arts, students will be prepared to enter the industry in positions to include sous chef and assistant to the executive chef.

NOTE: All students interested in entering the bachelor of science degree program in Culinary Arts must complete the associate in science degree program in Culinary Arts with a minimum GPA of 3.0. Applications are available at and must be submitted to the Office of the Director of Culinary Arts.

CULINARY ARTS

A four-year program leading to the bachelor of science degree for two-year **Baking & Pastry Arts*** and **Culinary Arts** program graduates.

First two years:

Associate in Science Degree** in
Baking & Pastry Arts (see page 61) or
Culinary Arts (see previous page) 95.5

Third and fourth years:

MAJOR COURSES		CREDITS
CA3055	American Cuisine: Today	3.0
CA3065	Advanced Buffet Catering	3.0
CA3075	A la Carte Restaurant: Europe	3.0
CA3085	Special Function Operations	3.0
CA3095	Designing Contemporary Plated Desserts	3.0
CA4055	Foods of the World	3.0
CA4065	Foods of Asia and the Orient	3.0
CA4075	Food Service Technology & Design	3.0
CA4085	Dining Service Supervision	3.0
CA4095	Oenology	3.0

ADVANCED CAREER COOPERATIVE EDUCATION

CA4099	Advanced Culinary Arts Career Cooperative Education	15.0
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RELATED PROFESSIONAL STUDIES

FM3025	Food Science	4.5
FM3035	Executive Chef Supervisory Development	4.5
FM3040	Food Service Financial Systems	4.5
PD0010	Career Management Capstone	1.0

GENERAL STUDIES

LI3015	Food in Film and Literature	4.5
PH3020	Logic: Critical Thinking	4.5
PH3040	Ethics of Business Leadership	4.5
PS2001	General Psychology	4.5
SO2001	Sociology I	4.5
SP1001	Conversational Spanish I***	4.5
SC3010	Environmental Science	4.5
History	One course from the following: HI2001, HI2002, HI4020	4.5

Total Credits	95.5
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Four-Year Credit Total 191.0

* Baking & Pastry Arts students must complete the first-year Culinary Arts laboratory courses or the laboratory portion of the Culinary Arts Advanced Standing program prior to entering the Culinary Arts bachelor of science degree program.

** Students entering this program with an associate in occupational science degree must complete 18 additional quarter credit hours of general education courses.

*** May be replaced by any other language offering.

FASHION MERCHANDISING

(College of Business)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Fashion Merchandising associate degree program provides students with an excellent opportunity to learn the fundamentals of fashion and merchandising. Major studies include retailing, professional selling, a comprehensive introduction to the retail industry, fashion forecasting and textiles.

The goal of the associate degree program is to provide the combination of academic theory and practical experience necessary for entry-level management positions in the retail industry. Upon graduation, students are best prepared to seek immediate employment, or continue their studies in a bachelor's degree program in Marketing, Management or Accounting.

One of the most important parts of the Fashion Merchandising program is the Fashion Merchandising Internship offered during the second year of the associate degree program. Students learn and experience actual fashion and retailing work through course assignments, field trips, employment at local retailers, as well as a trip to the fashion district of New York City. The Internship Program lasts an entire term and includes classes and hands-on work that involve and enhance students' knowledge, employment opportunities, career goals, and buying, merchandising and technology skills used in retailing. The New York trip is the final capstone of the Internship Program that includes visits to fashion showrooms, fabric manufacturers, trade shows, fashion and retailing publishers and major department stores.

FASHION MERCHANDISING

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

MAJOR COURSES		CREDITS
AC1021	Business Accounting I and Lab	5.5
MG1001	Principles of Management	4.5
MK1001	Principles of Marketing	4.5
RT1005	Retailing	4.5
RT1010	Textiles	4.5
RT1020	The Business of Fashion	4.5
RT1050	Visual Merchandising	4.5
RT2063	Retail Industry Seminar	4.5
RT2096	Retail Practicum	9.0

RELATED PROFESSIONAL STUDIES		CREDITS
LW2001	The Legal Environment of Business I	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5
TS1000	Introduction to Computers	4.5
TS1010	Microcomputer Applications	4.5

GENERAL STUDIES		CREDITS
EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
MT1002	A Survey of College Mathematics	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
Science	One science course from the following: SC1015 or SC3010	4.5

Total Credits **102.0**

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Accounting (see page 59)
- Management (see page 78)
- Marketing (see page 80)

FOOD & BEVERAGE MANAGEMENT

*(The College of Culinary Arts and
The Hospitality College)*

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Food & Beverage Management associate degree program provides students with a unique combination of culinary skills and hospitality management knowledge. Students broaden their understanding of the industry through hands-on culinary classes in cuisine, baking & pastry, and dining room essentials, as well as academic studies in management, hospitality law, human resource & diversity leadership and accounting. Students culminate their experience by spending a term in a restaurant practicum.

Upon completion of the program, students have the opportunity to enter the food service industry, or may choose to continue their studies in the bachelor's degree programs of Food Service Management, Hospitality Management or International Hotel & Tourism Management*.

The Food Service Management bachelor's degree 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.

The Hospitality Management bachelor's degree is broad based in design and includes studies in tourism, hotel management, restaurant management and recreation/leisure operations. This four-year program prepares students for positions in hotels,

restaurants, convention bureaus, resorts, cruise lines and other hospitality facilities. It also allows them to pursue a concentration with the option of selecting a co-op in a specific field of study to focus on their career interests.

* Offered at the Providence Campus. Please refer to the Providence Catalog for admission criteria for this program.

FOOD & BEVERAGE MANAGEMENT

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

MAJOR COURSES		CREDITS
CA1315	Stocks, Sauces and Soups	3.0
CA1325	Essentials of Dining Room	3.0
CA1335	Traditional European Cuisine	3.0
CA1345	Introduction to Baking & Pastry	3.0
CA1355	New World Cuisine	3.0
FM1060	Sanitation Management	2.0
FM1070	Foods I	4.5
FM1999	NRA Sanitation Certification Exam	0.0
FM2080	Food Service Operations	4.5
FM2099	Food Service Management Practicum	13.5
HM1001	The Hospitality Field	4.5
HM2011	Hospitality Sales and Meeting Management	4.5
HM2030	Hospitality Human Resources and Diversity Leadership	4.5

RELATED PROFESSIONAL STUDIES

AC1011	Hospitality Accounting I and Lab	5.5
AC1012	Hospitality Accounting II and Lab	5.5
LW2010	Hospitality Law	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5

GENERAL STUDIES

EN1001	An Introduction to Literary Genres	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
LD2001	Foundations of Leadership Studies	4.5
MT1002	A Survey of College Mathematics	4.5
SC3010	Environmental Science	4.5

Total Credits **102.0**

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Food Service Management (see page 72)
- Hospitality Management (see page 73)
- International Hotel & Tourism Management
(Providence Campus)

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.

In bachelor's degree programs, students focus their studies by choosing a concentration. The following may be of particular interest to Food Service Management majors:

The Cruise Lines Concentration allows students to focus on the fast-growing cruise industry. Courses are ideal for candidates interested in working in hospitality positions onboard ships, in sales, marketing and operations shoreside, as well as in the distribution system.

The Food & Beverage Concentration allows students to focus on the food and beverage segment of the hospitality industry. Courses are ideal for candidates interested in working with beverage, non-commercial or chain-franchise operations.

FOOD SERVICE MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Baking & Pastry Arts** and **Culinary Arts** program graduates.

First two years:

Associate in Science Degree in Baking & Pastry Arts (see page 61) or Culinary Arts (see page 66) 95.5

Third and fourth years:

MAJOR COURSES		CREDITS
FM3001	The Management of Food Service Systems	4.5
FM3070	Contemporary Issues in the Food Service Industry	4.5
FM4061	Advanced Food Service Operations Management	4.5
HM3050	Hospitality Strategic Marketing	4.5
HM4060	Hospitality Management Seminar	4.5
Hospitality Electives*	Three courses selected from offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC1011	Hospitality Accounting I and Lab	5.5
AC1012	Hospitality Accounting II and Lab	5.5
AC3025	Hospitality Financial Management and Lab	5.5
LW2010	Hospitality Law	4.5
PD0010	Career Management Capstone	1.0

GENERAL STUDIES

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
EN1001	An Introduction to Literary Genres	4.5
EN1021	Advanced Composition and Communication	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
SO2001	Sociology I	4.5
History	One course from the following: HI2001, HI2002, HI4020	4.5
Elective	One course selected from the School of Arts & Sciences or any other general studies course	4.5

Total Credits	98.5
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Four-Year Credit Total 194.0

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

FOOD SERVICE MANAGEMENT

A four-year program leading to the bachelor of science degree for two year **Food & Beverage Management** program graduates

First two years:

Associate in Science Degree in Food & Beverage Management (see page 70) 102.0

Third and fourth years:

MAJOR COURSES	CREDITS
FM3010 Beverage Service Management	4.5
FM3070 Contemporary Issues in the Food Service Industry	4.5
FM4061 Advanced Food Service Operations Management	4.5
HM3050 Hospitality Strategic Marketing	4.5
HM4060 Hospitality Management Seminar	4.5
Hospitality Three courses selected from Concentr. declared concentration	13.5
Hospitality Three courses selected from Electives* offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC3025 Hospitality Financial Management and Lab	5.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES

EC1001 Macroeconomics	4.5
EC2002 Microeconomics	4.5
MT2001 Statistics	4.5
PS2001 General Psychology	4.5
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5
Electives Two courses selected from offerings within the School of Arts and Sciences or any other general studies courses	9.0
Total Credits	92.0

Four-Year Credit Total 194.0

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

FOOD SERVICE MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Restaurant Management** program graduates

First two years:

Associate in Science Degree in Restaurant Management (see page 81) 100.5

Third and fourth years:

MAJOR COURSES	CREDITS
FM3010 Beverage Service Management	4.5
FM3070 Contemporary Issues in the Food Service Industry	4.5
FM4061 Advanced Food Service Operations Management	4.5
HM3050 Hospitality Strategic Marketing	4.5
HM4060 Hospitality Management Seminar	4.5
Hospitality Three courses selected from Concentr. declared concentration	13.5
Hospitality Three courses selected from Electives* offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC3025 Hospitality Financial Management and Lab	5.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES

EC1001 Macroeconomics	4.5
EC2002 Microeconomics	4.5
MT2001 Statistics	4.5
PS2001 General Psychology	4.5
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5
Electives Two courses selected from offerings within the School of Arts and Sciences or any other general studies courses	9.0
Total Credits	92.0

Four-Year Credit Total 193.0

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

HOSPITALITY MANAGEMENT

(The Hospitality College)

BACHELOR OF SCIENCE (B.S.) DEGREE

The Hospitality Management bachelor's degree is broad based in design and includes studies in tourism, hotel management, restaurant management and recreation/leisure operations. This four-year program prepares students for positions in hotels, restaurants, convention bureaus, resorts, cruise lines and other hospitality facilities. It also allows them to pursue a concentration with the option of selecting a co-op in a specific field of study to focus on their career interests.

In bachelor's degree programs, students focus their studies by choosing a concentration. The following may be of particular interest to Hospitality Management majors:

The Cruise Lines Concentration allows students to focus on the fast-growing cruise industry. Courses are ideal for candidates interested in working in hospitality positions onboard ships, in sales, marketing and operations shoreside, as well as in the distribution system.

The Food & Beverage Concentration allows students to focus on the food and beverage segment of the hospitality industry. Courses are ideal for candidates interested in working with beverage, non-commercial or chain-franchise operations.

The Golf Management Concentration provides the basic foundation for students who want to know how to manage and properly maintain golf courses. Academic courses are ideal for candidates interested in working with public or private golf courses.

HOSPITALITY MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Food & Beverage Management** or **Restaurant Management** program graduates.

First two years:

Associate in Science Degree in Food & Beverage Management (see page 70) or Restaurant Management (see page 81) 100.5–102.0

Third and fourth years:

MAJOR COURSES		CREDITS
FM4061	Advanced Food Service Operations Management	4.5
HM1010	Front Office Operations	4.5
HM3015	Dynamics of Recreation/Leisure & Travel Tourism	4.5
HM3050	Hospitality Strategic Marketing	4.5
HM4060	Hospitality Management Seminar	4.5
Hospitality Concentr.	Three courses selected from declared concentration	13.5
Hospitality Electives*	Three courses selected from offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC3025	Hospitality Financial Management and Lab	5.5
PD0010	Career Management Capstone	1.0

GENERAL STUDIES

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
SO2001	Sociology I	4.5
History	One course from the following: HI2001, HI2002, HI4020	4.5
Electives	Two courses selected from offerings within the School of Arts and Sciences or any other general studies courses	9.0
Total Credits		92.0

Four-Year Credit Total 192.5–194.0

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

HOSPITALITY MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Hotel Management** program graduates.

First two years:

Associate in Science Degree in
Hotel Management (see page 76) 100.5

Third and fourth years:

MAJOR COURSES	CREDITS
FM4060 Hospitality Operations Management	9.0
HM3015 Dynamics of Recreation/Leisure & Travel-Tourism	4.5
HM3050 Hospitality Strategic Marketing	4.5
HM4060 Hospitality Management Seminar	4.5
Hospitality Three courses selected from Concentr. declared concentration	13.5
Hospitality Three courses selected from Electives* offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC3025 Hospitality Financial Management and Lab	5.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES

EC1001 Macroeconomics	4.5
EC2002 Microeconomics	4.5
MT2001 Statistics	4.5
PS2001 General Psychology	4.5
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5
Electives Two courses selected from offerings within the School of Arts and Sciences or any other general studies courses	9.0
Total Credits	92.0

Four-Year Credit Total 192.5

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

HOSPITALITY MANAGEMENT

A four-year program leading to the bachelor of science degree for **Travel-Tourism Management** program graduates.

First two years:

Associate in Science Degree in
Travel-Tourism Management (see page 84) 98.5

Third and fourth years:

MAJOR COURSES	CREDITS
HM3025 Dynamics of Hotel-Restaurant & Recreation/Leisure Management	4.5
HM3050 Hospitality Strategic Marketing	4.5
HM4060 Hospitality Management Seminar	4.5
TT4010 Tourism Economics	4.5
TT4011 Destination Management Organizations	4.5
Hospitality Three courses selected from Concentr. declared concentration	13.5
Hospitality Three courses selected from Electives* offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC3025 Hospitality Financial Management and Lab	5.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES

EC1001 Macroeconomics	4.5
EC2002 Microeconomics	4.5
MT2001 Statistics	4.5
PS2001 General Psychology	4.5
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5
Electives Two courses selected from offerings within the School of Arts and Sciences or any other general studies courses	9.0
Total Credits	92.0

Four-Year Credit Total 190.5

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

HOTEL MANAGEMENT

(The Hospitality College)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Hotel Management associate degree combines hospitality management knowledge with specialized skill-based training in hotel operations. An integral component of the program is a term-long internship experience at a University-operated lodging establishment. During these 11 weeks, students receive practical, on-the-job experience in such areas as: front desk operations, night audit, reservations and food and beverage operations.

Upon completion of the program, students have the opportunity to enter the hotel industry, or may choose to continue their studies in bachelor's degree programs in Hotel Management, Hospitality Management or International Hotel & Tourism Management*.

The Hospitality Management bachelor's degree is broad based in design and includes studies in tourism, hotel management, restaurant management and recreation/leisure operations. This four-year program prepares students for positions in hotels, restaurants, convention bureaus, resorts, cruise lines and other hospitality facilities. It also allows them to pursue a concentration with the option of selecting a co-op in a specific field of study to focus on their career interests.

* Offered at the Providence Campus only. Please refer to the Providence Catalog for admission criteria for this program.

BACHELOR OF SCIENCE (B.S.) DEGREE

The Hotel Management bachelor's degree focuses on contemporary issues relating to strategic management in the lodging industry. The program allows students to pursue concentrations and career co-ops in specific fields of study to enhance their career opportunities. This four-year program prepares students for entry-level employment in management trainee and supervisory positions at hotels, restaurants, public institutions, cruise lines and private clubs, with opportunity for advancement to upper-level management positions.

In bachelor's degree programs, students focus their studies by choosing a concentration. The following may be of particular interest to Hotel Management majors:

The Cruise Lines Concentration allows students to focus on the fast-growing cruise industry. Courses are ideal for candidates interested in working in hospitality positions onboard ships, in sales, marketing and operations shore side, as well as in the distribution system.

The Food & Beverage Concentration allows students to focus on the food and beverage segment of the hospitality industry. Courses are ideal for candidates interested in working with beverage, non-commercial or chain-franchise operations.

The Hospitality Sales & Meeting Management Concentration allows students to focus on the sales and marketing segment of the hospitality industry. Courses are ideal for candidates interested in working with hotels, associations and tourism-related facilities to fill their needs in a sales and marketing capacity.

HOTEL MANAGEMENT

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

MAJOR COURSES		CREDITS
FM1060	Sanitation Management	2.0
FM1070	Foods I	4.5
FM1999	NRA Sanitation Certification Exam	0.0
FM2040	Guest Service Systems	4.5
FM2080	Food Service Operations	4.5
HM1001	The Hospitality Field	4.5
HM1010	Front Office Operations	4.5
HM1011	Hospitality Information Technology	4.5
HM2011	Hospitality Sales & Meeting Management	4.5
HM2030	Hospitality Human Resource and Diversity Leadership	4.5
HM2099	Hotel Internship	13.5

RELATED PROFESSIONAL STUDIES

AC1011	Hospitality Accounting I and Lab	5.5
AC1012	Hospitality Accounting II and Lab	5.5
LW2010	Hospitality Law	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5

GENERAL STUDIES

EN1001	An Introduction to Literary Genres	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
LD2001	Foundations of Leadership Studies	4.5
MT1002	A Survey of College Mathematics	4.5
SC3010	Environmental Science	4.5

Total Credits **100.5**

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Hospitality Management (see page 74)
- Hotel Management (see next column)
- International Hotel & Tourism Management (Providence Campus)

HOTEL MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Hotel Management** program graduates.

First two years:

Associate in Science Degree in
Hotel Management (see previous column) 100.5

Third and fourth years:

MAJOR COURSES		CREDIT
FM4060	Hospitality Operations Management	9.0
HM3050	Hospitality Strategic Marketing	4.5
HM3070	Contemporary Issues in the Hotel/Restaurant Industry	4.5
HM4060	Hospitality Management Seminar	4.5
Hospitality	Three courses selected from Concentr. declared concentration	13.5
Hospitality	Three courses selected from Electives* offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC3025	Hospitality Financial Management and Lab	5.5
PD0010	Career Management Capstone	1.0

GENERAL STUDIES

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
SO2001	Sociology I	4.5
History	One course from the following: HI2001, HI2002, HI4020	4.5
Electives	Two courses selected from offerings within the School of Arts and Sciences or any other general studies courses	9.0

Total Credits **92.0**

Four-Year Credit Total **192.5**

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

MANAGEMENT

(College of Business)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

Management career education at Johnson & Wales University includes both two-year and four-year degree programs.

The two-year program in Management provides students with an introduction to the principles of business management. Graduates are best prepared to enter the bachelor of science degree program in Management. Students may also enter several other College of Business bachelor's degree programs.

BACHELOR OF SCIENCE (B.S.) DEGREE

The four-year Management program prepares students for a variety of responsible managerial positions in business and industry. The graduate of the four-year program in Management can expect to be offered employment that will allow rapid advancement with a wide range of firms.

Students may choose to complete all studies in Management or may select Business Administration for their first two years of study.

Management majors are encouraged to consider focusing their education in Human Resource Management by using third- and fourth-year electives for courses suggested below.

Human Resource Management (choose three):

MG3050	Compensation & Benefits Management
MG3060	Human Resources Training & Development
MG4040	Contemporary Management
MG4070	Human Resources Management Strategy

Students in the bachelor of science degree program in Management may choose from several out-of-the-classroom learning and work experiences, including Summer Abroad, International Co-op or Summer Work Abroad, in addition to opportunities available at the Business Center. Programs are designed to include work, learning and travel to expose students to various economies, governments, organizations and corporate cultures.

Students who wish to complete the program requirements at the Business Center will be involved in projects and work from local government agencies, merchants and individuals needing business plans, advertising and promotions, marketing and financial information and assistance. Students completing the International Business Experience and Global Management Career Focus receive college credit or they may choose to complete three additional business-related courses.

MANAGEMENT

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

MAJOR COURSES		CREDITS
FI2010	Finance	4.5
IB1001	Introduction to Global Business	4.5
MG1001	Principles of Management	4.5
MG2001	Human Resources Management	4.5
MG2020	Organizational Behavior	4.5
MG2030	Service and Production Operations Management	4.5

RELATED PROFESSIONAL STUDIES

AC1021	Business Accounting I and Lab	5.5
AC1022	Business Accounting II and Lab	5.5
LW2001	The Legal Environment of Business I	4.5
MK1001	Principles of Marketing	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5
TS1000	Introduction to Computers	4.5
TS1010	Microcomputer Applications	4.5

GENERAL STUDIES

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
MT1002	A Survey of College Mathematics	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
Science	One science course from the following: SC1015 or SC3010	4.5

Total Credits **98.5**

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Accounting (see page 59)
- Management (see next page)
- Marketing (see page 80)

MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **Management** program graduates.

First two years:

Associate in Science Degree program in Management (see previous page) 98.5

Third and fourth years:

MAJOR COURSES	CREDITS
IB4099 International Business Experience*	13.5
LW3002 The Legal Environment of Business II	4.5
MG3020 Managerial Accounting	4.5
MG3030 Managerial Technology	4.5
MG3040 Process and Quality Management	4.5
MG4020 Strategic Management	4.5
MG4030 Senior Management Seminar	4.5
MG4089 Global Management Career Focus*	13.5
Business Concentr. Three courses selected from the concentration listed on page 77	13.5

RELATED PROFESSIONAL STUDIES

PD0010 Career Management Capstone 1.0

GENERAL STUDIES

EN1001 An Introduction to Literary Genres	4.5
LD2001 Foundations of Leadership Studies	4.5
PH3020 Logic: Critical Thinking OR	4.5
PH3040 Ethics of Business Leadership	
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5

FREE ELECTIVE

One course selected from offerings within the University 4.5

Total Credits 95.5

Four-Year Credit Total 194.0

* Students who meet eligibility criteria may elect Summer Term Abroad (TA4089), International Co-op (BU4099) or Summer Work Abroad (IB4020, BU4096). Otherwise, students must take one International Business course and two courses selected from the College of Business or the School of Technology.

MANAGEMENT

A four-year program leading to the bachelor of science degree for two-year **non-Management** graduates.

First two years:

Associate in Science Degree in other* College of Business program 98.5–102.0

Third and fourth years:

MAJOR COURSES	CREDITS
IB4099 International Business Experience**	13.5
MG2001 Human Resources Management	4.5
MG2020 Organizational Behavior	4.5
MG2030 Service & Production Operations Management	4.5
MG3020 Managerial Accounting	4.5
MG4020 Strategic Management	4.5
MG4030 Senior Management Seminar	4.5
MG4089 Global Management Career Focus (or prerequisite courses)***	13.5
Business Concentr. Three courses selected from the concentration listed on page 77	13.5

RELATED PROFESSIONAL STUDIES

LW3002 The Legal Environment of Business II 4.5
PD0010 Career Management Capstone 1.0

GENERAL STUDIES

EN1001 An Introduction to Literary Genres	4.5
LD2001 Foundations of Leadership Studies	4.5
PH3020 Logic: Critical Thinking OR	4.5
PH3040 Ethics of Business Leadership	
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5

Total Credits 95.5

Four-Year Credit Total 194.0–195.5

* These associate in science programs include Accounting, Business Administration, Fashion Merchandising and Marketing.

** Students who meet eligibility criteria may elect Summer Term Abroad (TA4089), International Co-op (BU4099) or Summer Work Abroad (IB4020, BU4096). Otherwise, students must take one International Business course and two courses selected from the College of Business or the School of Technology.

*** Non-management majors may use this to fulfill a combination of management prerequisites and MG3000/4000-level courses totaling 13.5 credits.

MARKETING

(College of Business)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Marketing associate degree program provides a solid introduction to marketing, preparing students for entry-level positions in the sales industry. Upon completion, students have the opportunity to continue their studies in the Marketing bachelor's degree program.

BACHELOR OF SCIENCE (B.S.) DEGREE

Graduates of the Marketing bachelor's degree program are prepared for entry-level positions in sales, market research, market analysis and product development in the retail, wholesale and manufacturing environments.

As a candidate for a Bachelor of Science Degree in Marketing, students may apply for a Selective Career Co-op with a cooperating business firm in place of one term of college studies.

The bachelor of science degree program in Marketing includes the courses and actual work experiences needed for careers in today's marketing fields. Students learn research methods, advertising and marketing methods, and techniques used in major campaigns and in the introduction of new products and services. Students are required to complete the Marketing Externship or the Business Career Co-op that provide opportunities for students to use acquired skills and knowledge from the classroom in actual business settings. Students may also choose to complete the requirement at the Business Center and gain actual training and work experience by developing marketing, advertising and promotional work for local businesses and government agencies.

MARKETING

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

MAJOR COURSES		CREDITS
AD1010	Marketing Communications I	4.5
MK1001	Principles of Marketing	4.5
MK1002	Consumer Behavior	4.5
MK1011	Principles of Professional Selling	4.5
MK2020	Business-to-Business Marketing	4.5
MK2050	Qualitative Research	4.5

RELATED PROFESSIONAL STUDIES

AC1021	Business Accounting I and Lab	5.5
AC1022	Business Accounting II and Lab	5.5
LW2001	The Legal Environment of Business I	4.5
MG1001	Principles of Management	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5
TS1000	Introduction to Computers	4.5
TS1010	Microcomputer Applications	4.5

GENERAL STUDIES

EC1001	Macroeconomics	4.5
EC2002	Microeconomics	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
MT1002	A Survey of College Mathematics	4.5
MT2001	Statistics	4.5
PS2001	General Psychology	4.5
Science	One science course from the following: SC1015 or SC3010	4.5

Total Credits **98.5**

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Accounting (see page 59)
- Management (see previous page)
- Marketing (see next page)

MARKETING

A four-year program leading to the bachelor of science degree for two-year **Marketing** program graduates.

First two years:

Associate in Science Degree in Marketing
(see previous page) 98.5

Third and fourth years:

MAJOR COURSES	CREDITS
AD1011 Marketing Communications II	4.5
MK3005 Brand Marketing	4.5
MK3011 Direct Marketing	4.5
MK3040 Electronic Commerce	4.5
MK3055 Quantitative Research	4.5
MK4001 Strategic Marketing	4.5
MK4030 International Marketing	4.5
MK4076 Marketing Externship OR	9.0
BU4096 Business Career Co-op Career Three courses selected from offerings Electives within the Marketing discipline	13.5

RELATED PROFESSIONAL STUDIES

IB4099 International Business Experience*	13.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES

EN1001 An Introduction to Literary Genres	4.5
LD2001 Foundations of Leadership Studies	4.5
PH3020 Logic: Critical Thinking OR	4.5
PH3040 Ethics of Business Leadership	
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5

FREE ELECTIVE

One course selected from offerings within the University 4.5

Total Credits 95.5

Four-Year Credit Total 194.0

* Students who meet eligibility criteria may elect Summer Term Abroad (TA4089), International Co-op (BU4099) or Summer Work Abroad (IB4020, BU4096). Otherwise, students must take one International Business course and two courses selected from the College of Business or the School of Technology.

MARKETING

A four-year program leading to the bachelor of science degree for two-year **non-Marketing** graduates.

First two years:

Associate in Science Degree in other*
College of Business program 98.5-102.0

Third and fourth years:

MAJOR COURSES	CREDITS
IB4099 International Business Experience**	13.5
MG4020 Strategic Management	4.5
MG4030 Senior Management Seminar	4.5
MK1002 Consumer Behavior	4.5
MK2020 Business-to-Business Marketing	4.5
MK3005 Brand Marketing	4.5
MK4089 Marketing Career Focus	13.5
Career One course selected from offerings Elective within the Marketing discipline	4.5

RELATED PROFESSIONAL STUDIES

FI3050 International Banking and Finance	4.5
LW3002 The Legal Environment of Business II	4.5
MK3040 Electronic Commerce	4.5
PD0010 Career Management Capstone	1.0

GENERAL STUDIES

EN1001 An Introduction to Literary Genres	4.5
LD2001 Foundations of Leadership Studies	4.5
PH3020 Logic: Critical Thinking OR	4.5
PH3040 Ethics of Business Leadership	
SO2001 Sociology I	4.5
History One course from the following: HI2001, HI2002, HI4020	4.5

FREE ELECTIVE

One course selected from offerings within the University 4.5

Total Credits 95.5

Four-Year Credit Total 194.0-197.5

* These associate in science programs include Accounting, Business Administration, Fashion Merchandising and Management.

** Students who meet eligibility criteria may elect Summer Term Abroad (TA4089), International Co-op (BU4099) or Summer Work Abroad (IB4020, BU4096). Otherwise, students must take one International Business course and two courses selected from the College of Business or the School of Technology.

RESTAURANT MANAGEMENT

(The Hospitality College)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Restaurant Management associate degree program prepares students for entry-level positions in the restaurant industry. Students develop skills and knowledge for assisting with the management of restaurants, hotel food & beverage operations and non-commercial food operations. Areas of focus within this degree program include food preparation, guest services, human resource management, administrative practices and industry procedures.

Upon completion of the program, students have the opportunity to enter the industry, or may choose to continue their studies in the bachelor's degree programs of Food Service Management, Hospitality Management or International Hotel & Tourism Management*.

The Food Service Management bachelor's degree 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.

The Hospitality Management bachelor's degree is broad based in design and includes studies in tourism, hotel management, restaurant management and recreation/leisure operations. This four-year program prepares students for positions in hotels, restaurants, convention bureaus, resorts, cruise lines and other hospitality facilities. It also allows them to pursue a concentration with the option of selecting a co-op in a specific field of study to focus on their career interests.

* Offered at the Providence Campus. Please refer to the Providence Catalog for admission criteria for this program.

RESTAURANT MANAGEMENT

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

MAJOR COURSES		CREDITS
FM1060	Sanitation Management	2.0
FM1070	Foods I	4.5
FM1999	NRA Sanitation Certification Exam	0.0
FM2040	Guest Service Systems	4.5
FM2060	Food Preparation Management	9.0
FM2080	Food Service Operations	4.5
FM2099	Food Service Management Practicum	13.5
HM1001	The Hospitality Field	4.5
HM2011	Hospitality Sales & Meeting Management	4.5
HM2030	Hospitality Human Resource and Diversity Leadership	4.5

RELATED PROFESSIONAL STUDIES

AC1011	Hospitality Accounting I and Lab	5.5
AC1012	Hospitality Accounting II and Lab	5.5
LW2010	Hospitality Law	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5

GENERAL STUDIES

EN1001	An Introduction to Literary Genres	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
LD2001	Foundations of Leadership Studies	4.5
MT1002	A Survey of College Mathematics	4.5
SC3010	Environmental Science	4.5

Total Credits **100.5**

NOTE: Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Food Service Management (see page 72)
- Hospitality Management (see page 73)
- International Hotel & Tourism Management (Providence campus)

SPORTS/ ENTERTAINMENT/EVENT MANAGEMENT

(The Hospitality College)

BACHELOR OF SCIENCE (B.S.) DEGREE

The bachelor of science degree program in Sports/Entertainment/Event Management offers a unique combination of academic courses with hands-on externship experience to provide the operations-based knowledge and skills needed to work in the exciting and expanding field of sports/entertainment/event management. Students learn about the operations and management of public assembly facilities such as stadiums, arenas, performing arts centers, athletic venues, sports tracks, amphitheaters and convention centers. The program culminates in an exciting, term-long, off-site externship under the direction of an industry professional that allows students to apply the event/operations management, sales/marketing, and revenue management skills they've learned.

Upon completion of the program, students may seek career opportunities in a variety of areas, including, but not limited to: event planning/operations, luxury suite operations/sales, game day operations, box office/ticketing, sports/event marketing, promotions, sponsorship development, sports/arts programming, conference services and exposition operations.

Recognizing the wide diversity of positions available in the sports, entertainment and event management industry, students have the opportunity to focus their education through the completion of a concentration. Those of particular interest to Sports/Entertainment/Event Management students are as follows:

The Golf Management Concentration provides the basic foundation for students who want to know how to manage and properly maintain golf courses. Academic courses are ideal for candidates interested in working with public or private golf courses.

The Hospitality Sales & Meeting Management Concentration allows students to focus on the sales and marketing segment of the hospitality industry. Courses are ideal for candidates interested in working with hotels, associations and tourism-related facilities to fill their needs in a sales and marketing capacity.

The Sports Management Concentration allows students to focus on the professional, collegiate and community sports industry. Students may select from such courses as sports marketing, professional sports management and athletic coaching/administration. This concentration is designed for candidates who desire positions with professional/collegiate sport teams, sporting venues, coaching/athletics or sport/event marketing firms.

SPORTS/ENTERTAINMENT/ EVENT MANAGEMENT

A four-year program leading to the bachelor of science degree in **Sports/Entertainment/Event Management**.

NOTE: Students must have MT0001 or equivalent to enroll in the following courses: MT1002 or MT1020.

* Elective courses allow students to enhance their educational experience by earning a concentration or by participating in a career co-op, term abroad or summer term abroad program.

MAJOR COURSES	CREDITS
FM2026 Food & Beverage Controls	4.5
HM2030 Hospitality Human Resource and Diversity Leadership	4.5
HM3020 Trade Show/Exposition Management	4.5
HM3050 Hospitality Strategic Marketing	4.5
HM3080 Entertainment Management	4.5
SF1001 Introduction to Sports/Entertainment/Event Management	4.5
SF2010 Facilities Management	4.5
SF2020 Event Management	4.5
SF3010 Ticket Sales and Operations	4.5
SF3045 Media Relations	4.5
SF3070 Contemporary Issues in the Sports/Entertainment/Event Industry	4.5
SF4050 Public Assembly Facility Management	4.5
SF4060 Sports/Entertainment/Event Management Seminar	4.5
SF4099 Sports/Entertainment/Event Management Externship	13.5
TT3050 Managing Negotiations in the Service Industry	4.5
Hospitality Concentr. Three courses selected from declared concentration	13.5
Hospitality Electives* Three courses selected from offerings within The Hospitality College	13.5

RELATED PROFESSIONAL STUDIES

AC1021 Business Accounting I and Lab	5.5
AC1022 Business Accounting II and Lab	5.5
LW2001 The Legal Environment of Business I	4.5
MG3020 Managerial Accounting	4.5
PD0005 Career Planning	0.5
PD0010 Career Management Capstone	1.0
PD1003 Introduction to Career Management	1.5

GENERAL STUDIES

EC1001 Macroeconomics	4.5
EC2002 Microeconomics	4.5
EN1001 An Introduction to Literary Genres	4.5
EN1020 English Composition	4.5
EN1021 Advanced Composition and Communication	4.5
EN1030 Communication Skills	4.5
HI2002 World History Since 1500	4.5
LD2001 Foundations of Leadership Studies	4.5
MT1002 A Survey of College Mathematics	4.5
MT2001 Statistics	4.5
PS2001 General Psychology	4.5
SC3010 Environmental Science	4.5
SO2001 Sociology I	4.5
Electives Two courses selected from offerings within the School of Arts & Sciences or any other general studies courses	9.0

Total Credits 194.0

TRAVEL-TOURISM MANAGEMENT

(The Hospitality College)

ASSOCIATE IN SCIENCE (A.S.) DEGREE

The Travel-Tourism Management associate degree program introduces the principles and procedures of domestic and international travel. Emphasis is placed on tourism geography, automated travel systems and management skills needed to succeed in the travel industry.

Students participate in a term-long practicum at the University's Florida Campus working at one or more industry partner sites, including travel agencies, international tour operators, the Miami Airport, local convention and visitors bureaus and cruise lines. The culmination of the practicum experience is a familiarization tour to a pre-selected destination. Students research, negotiate and develop this highly-anticipated journey.

Upon completion of the program, students have the opportunity to continue their studies in the bachelor's degree programs of Hospitality Management or International Hotel & Tourism Management*, or seek immediate employment in the travel industry.

Term Abroad and/or Summer Abroad programs are strongly recommended for Travel-Tourism Management students continuing on to bachelor's degree programs.

The Hospitality Management bachelor's degree is broad based in design and includes studies in tourism, hotel management, restaurant management and recreation/leisure operations. This four-year program prepares students for positions in hotels, restaurants, convention bureaus, resorts, cruise lines and other hospitality facilities. It also allows them to pursue a concentration with the option of selecting a co-op in a specific field of study to focus on their career interests.

* Offered at the Providence Campus only. Please refer to the Providence Catalog for admission criteria for this program.

TRAVEL-TOURISM MANAGEMENT

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

MAJOR COURSES		CREDITS
HM2030	Hospitality Human Resource and Diversity Leadership	4.5
TT1001	Introduction to Travel-Tourism	4.5
TT1010	Destination Geography I	4.5
TT1011	Destination Geography II	4.5
TT1025	Travel Service Management	4.5
TT1035	Travel Information Systems	4.5
TT2040	Travel Sales Management	4.5
TT2099	Travel Center Practicum	13.5

RELATED PROFESSIONAL STUDIES		
AC1021	Business Accounting I and Lab	5.5
AC1022	Business Accounting II and Lab*	5.5
LW2001	The Legal Environment of Business I	4.5
PD0005	Career Planning	0.5
PD1003	Introduction to Career Management	1.5

GENERAL STUDIES		
EN1001	An Introduction to Literary Genres	4.5
EN1020	English Composition	4.5
EN1021	Advanced Composition and Communication	4.5
EN1030	Communication Skills	4.5
LD2001	Foundations of Leadership Studies	4.5
MT1002	A Survey of College Mathematics	4.5
SC3010	Environmental Science	4.5
SP1001	Conversational Spanish I	4.5

Total Credits **98.5**

NOTES:

Students wishing to enter the International Hotel & Tourism Management or Hospitality Management bachelor's degree should substitute AC1012 for AC1022.

Students must have MT0001 (Mathematics Lab) or equivalent placement scores to enroll in the following courses: MT1002, MT1010, MT1020 or MT1040.

FOUR-YEAR OPTIONS:

- Hospitality Management (see page 74)
- International Hotel & Tourism Management (Providence Campus)
- Travel-Tourism Management (Providence Campus)

CONCENTRATIONS

Students may choose to focus their electives in any of the following three-course concentrations. Beyond the enrichment a concentration provides, students' transcripts will reflect commitment to a particular area which may be impressive to prospective employers.

Declaring Your Concentration

Interested students should consult with a counselor or their department chair and file the appropriate request form with Student Academic Services.

THE SCHOOL OF ARTS & SCIENCES

APPLIED MATHEMATICS

Students must complete the following courses, only one of which may be a required course in your major.

COURSES		CREDITS
MT1002	A Survey of College Mathematics	4.5
MT1020	College Algebra	4.5
MT2001	Statistics	4.5

Total Credits **13.5**

LITERATURE

Choose any three of the following courses.

COURSES		CREDITS
EN1001	An Introduction to Literary Genres	4.5
LI3015	Food in Film and Literature	4.5
LI3020	Studies in the Short Story	4.5
LI3040	Sports in Literature	4.5
LI4010	Science Fiction	4.5

Total Credits **13.5**

LEADERSHIP STUDIES

Choose any three of the following courses.

COURSES		CREDITS
FM3035	Executive Chef Supervisory Development*	4.5
LD2001	Foundations of Leadership Studies	4.5
LD2010	Special Topics in Leadership	4.5
PH3040	Ethics of Business Leadership	4.5
RL2010	Leadership in Leisure Settings OR	4.5
RL2015	Leadership in Recreation/ Leisure Settings	

Total Credits **13.5**

* FM3035 is available only to bachelor's degree candidates from the College of Culinary Arts.

PSYCHOLOGY

COURSES		CREDITS
PS2001	General Psychology	4.5
PS2002	Abnormal Psychology	4.5
PS3001	Social Psychology	4.5

Total Credits **13.5**

THE COLLEGE OF BUSINESS

HUMAN RESOURCE MANAGEMENT

Choose any three of the following courses.

COURSES		CREDITS
MG3050	Compensation & Benefits Management	4.5
MG3060	Human Resources Training & Development	4.5
MG4040	Contemporary Management	4.5
MG4070	Human Resources Management Strategy	4.5

Total Credits **13.5**

THE HOSPITALITY COLLEGE

As a condition of baccalaureate graduation, all students (except for Food Service Management majors from the College of Culinary Arts) enrolled in Hospitality College degrees must complete a three-course concentration in their junior and senior years.

When completing a concentration in The Hospitality College, students may not use required core courses (or their equivalent) from within their chosen major. Additionally, students may not apply the same course to different Hospitality College concentrations.

Hospitality majors have three concentration electives and three hospitality electives. Transfer students who transfer in three or more hospitality elective courses are not required to use their remaining electives toward a concentration.

CRUISE LINES

COURSES	CREDITS
TT3080 Dynamics of the Cruise Industry	4.5
TT3081 Cruise Operations	4.5
TT3082 Cruise Marketing and Sales	4.5
Total Credits	13.5

FOOD & BEVERAGE

COURSES	CREDITS
FM3010 Beverage Service Management*	4.5
Choose two of the following:	
FM3012 Advanced Menu Analysis	4.5
FM4010 Beverage Appreciation	4.5
HM3060 Private Club Management	4.5
Total Credits	13.5

* Beverage course must be taken to meet concentration requirements. If FM3010 is a required course in the student's major, the student will take FM4010, Beverage Appreciation (for which FM3010 is a prerequisite course), and choose two other courses from the list above.

GOLF MANAGEMENT

COURSES	CREDITS
SF3080 Golf Operations Management	4.5
SF3085 Turfgrass Management	4.5
Choose one of the following:	
HM3060 Private Club Management	4.5
SF3090 Golf Course Design and Construction	4.5
Total Credits	13.5

HOSPITALITY SALES & MEETING MANAGEMENT

COURSES	CREDITS
HM3020 Trade Show/Exposition Management	4.5
Choose two of the following:	
HM2011 Hospitality Sales & Meeting Management	4.5
HM3080 Entertainment Management	4.5
MK3011 Direct Marketing	4.5
MK3040 Electronic Commerce	4.5
SF2020 Event Management	4.5
SF3045 Media Relations	4.5
TT3050 Managing Negotiations in the Service Industry	4.5
Total Credits	13.5

SPORTS MANAGEMENT

Choose any three of the following courses.

COURSES	CREDITS
LI3040 Sports in Literature	4.5
RL2015 Leadership in Recreation/Leisure Settings	4.5
SF3030 Athletic Coaching and Administration	4.5
SF3050 Sports, Entertainment & Event Marketing	4.5
Total Credits	13.5

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

Sports/Entertainment/Event Management

To participate in these programs, each student, with or without reasonable accommodations, must be able to safely and effectively

- communicate with fellow workers and customers in person and by telephone
- input data into and retrieve data from a computer
- lift, transport, and use program-related equipment and apparatus, including, where applicable, sporting, gaming, and recreational equipment, or convention services apparatus such as furniture, displays, and drapage

Travel/Tourism Management

To participate in this program, each student, with or without reasonable accommodations, must be able to safely and effectively

- communicate with fellow workers and customers in person and by telephone
- input data into and retrieve data from a computer
- travel by standard commercial carriers, including airlines
- handle luggage, ground transportation, and hotel accommodations, and access tour sites with available on-site accommodations

All Other Programs

To participate in these programs, 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 also reflect industry requirements and standards.

Course Descriptions

GUIDE TO THE ALPHA-NUMERIC COURSE NUMBERING SYSTEM

Alphabetic

Code	Discipline
AC	Accounting
AD	Advertising Communications
AR	Art
BU	Business
CA	Culinary Arts
CB	Computer/Business Applications
CD	Computerized Drafting
CG	Computer Graphics
CM	Computer Science
CS	Computer Science
EC	Economics
ED	Education
EG	Electronics Engineering
EL	Event Leadership
EN	English
EP	Entrepreneurship
EQ	Equine
ESL	English Language Institute
ET	Electronics Technology
FC	Consumer and Family Studies
FI	Financial Services Management
FM	Food Service Management
FR	French
GR	German
GS	Graduate Co-op/Term Abroad/ Directed Readings
HA	Hospitality
HI	History
HM	Hospitality Management
IB	International Business
IH	International Hotel & Tourism
IS	Information Science
IT	Information Technology
LD	Leadership Studies
LI	Literature
LW	Law
MG	Management
MK	Marketing
MT	Mathematics
NU	Culinary Nutrition
PA	Baking & Pastry Arts
PD	Professional Development
PH	Philosophy
PS	Psychology
PT	Political Science
RD	Research
RE	Religion

Alphabetic

Code (cont.) Discipline (cont.)

RL	Recreation/Leisure Studies
RT	Retail
SC	Science
SE	Secretarial
SF	Sports/Entertainment/Event Management
SL	Service Learning
SO	Sociology
SP	Spanish
TC	Teacher Education Certification
TE	Teacher Education Non-certification
TP	Tourism Planning
TS	Technical Science
TT	Travel/Tourism
Varies	Cooperative Education

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
PT	Denotes a course in which performance transcript skills are measured
SL	Denotes a possible service learning module
WI	Denotes a writing-intensive course

ACCOUNTING

(College of Business)

AC1001 PRINCIPLES OF ACCOUNTING I AND LAB

Accounting I is designed to acquaint students with the nature and purpose of accounting, the accounting cycle, including preparation of financial statements, accounting systems design as they pertain to specialized journals, cash, accounts receivables and inventories. Quarter Credit Hours 5.5

AC1002 PRINCIPLES OF ACCOUNTING II AND LAB

Students are exposed to basic accounting procedures in the areas of fixed assets, partnerships, corporations, payroll, systems and controls, accounting principles and preparation of the statement of cash flows. Prerequisite: AC1001 or AC1011 or AC1021. Quarter Credit Hours 5.5

AC1005 THE ACCOUNTING FIELD

This introductory course provides an overview of the accounting field including its history and evolution. Emphasis is placed on national and international regulatory groups, government agencies, accounting organizations and professional certifications. Legal and ethical requirements are presented. The components of an annual report, accounting information systems and business organizational structures of for-profit and not-for-profit organizations are discussed. Quarter Credit Hours 4.5

AC1011 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

AC1012 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: AC1011 or AC1001 or AC2021. Quarter Credit Hours 5.5

AC1021 BUSINESS ACCOUNTING I AND LAB

The purpose of this course is to provide the student with an understanding of the processing of financial data with an emphasis on concepts rather than procedures. Accounting is presented with a focus in its business context, integrating ratios and financial statements to enhance the understanding of how the information is used as a tool for decision making in the business world. Quarter Credit Hours 5.5

AC1022 BUSINESS ACCOUNTING II AND LAB

The purpose of this course is to provide the student with an understanding of accounting for assets, liabilities and equity necessary in running a business and evaluating its operating results and financial condition employing various analytical methods and ratios. Prerequisite: AC1011 or AC1001 or AC1021. Quarter Credit Hours 5.5

AC2011 FEDERAL TAXES I

A study is made of federal tax laws and treasury regulations and their application to the income of individuals. Practice is given in the preparation of the tax returns, supplemental forms and schedules required to be filed by individuals. Prerequisite: AC1002. (PT) Quarter Credit Hours 4.5

AC2021 INTERMEDIATE ACCOUNTING I

An introduction to financial accounting basic theory, practice and developmental framework. Students will be exposed to certain assets such as cash, accounts receivable and inventories. Attention will be given to their valuation and impact on periodic net income and financial position. Prerequisite: AC1002. (PT) (WI) Quarter Credit Hours 4.5

AC2022 INTERMEDIATE ACCOUNTING II

A continuation of Intermediate Accounting Topics I. Students will be exposed to the remaining asset groups including non-current operating assets and long-term investments. Coverage also includes the entire spectrum of liabilities and stockholders equity. Prerequisite: AC2021. Quarter Credit Hours 4.5

AC2023 INTERMEDIATE ACCOUNTING III

Continuation of Intermediate Accounting Topics II. Special topics are studied such as accounting for earnings per share, income taxes, leases, pensions and the statement of cash flows. Prerequisite: AC2022. (PT) Quarter Credit Hours 4.5

AC2031 COST ACCOUNTING I

An introduction to accounting in a manufacturing business. The traditional job and process costing procedures are studied, along with the non-traditional backflush costing. Other typical areas that are studied include cost behavior analysis and problems associated with manufacturing costs. Prerequisite: AC1002. (PT) Quarter Credit Hours 4.5

AC3012 FEDERAL TAXES II

The study of federal tax laws pertaining to partnerships, corporations, estates and trusts. The preparation of tax returns involving special problems, such as those associated with corporate reorganizations, personal holding companies and net operating losses. Prerequisite: AC2011. Quarter Credit Hours 4.5

AC3025 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: AC1002 or AC1012. Quarter Credit Hours 5.5

AC3030 NOT-FOR-PROFIT ACCOUNTING

This course introduces students to the accounting procedures of local and state governments. It also introduces students to the accounting standards of organizations that exist and operate for purposes other than to provide goods and services at a profit. The preparation of Federal Form 990 is also studied. Prerequisite: AC2023. Quarter Credit Hours 4.5

AC3032 COST ACCOUNTING II

A study of more advanced problems encountered in a manufacturing business. Topics covered include the use of a standard cost system, variance analysis, absorption versus direct costing, break-even analysis and material and labor related problems. Prerequisite: AC2031. (PT) Quarter Credit Hours 4.5

AC3040 AUDITING

This course is designed to acquaint the student with methods of verification, analysis and interpretation of generally accepted auditing procedures. The mechanics of planning and implementing an audit and the preparation of audits are studied. Prerequisite: AC2023. (PT) (WI) Quarter Credit Hours 4.5

AC3045 INTERNAL AUDITING

The internal audit function of the modern organization is the subject of this course, with a concentration on the nature of operational auditing, its objectives, procedures and standards. Attention is given to the analysis of the various administrative and accounting controls on which management depends for efficiency and effectiveness of operations. Prerequisite: AC3040. Quarter Credit Hours 4.5

AC3050 ADVANCED ACCOUNTING

Advanced Accounting is designed to provide the student with a sound foundation in partnership accounting and consolidated financial statements. Prerequisite: AC2023. (PT) Quarter Credit Hours 4.5

AC3070 ACCOUNTING FOR MUTUAL FUNDS

This course examines the role of the accounting agent/investment accountant for a mutual fund. Students will learn about the regulatory environment in which mutual funds operate and the role of the SEC while gaining an understanding of the types of transactions handled by a mutual fund accountant and how they affect the daily determination of a fund's Net Asset Value. Selected topics include equity transactions, bond transactions, portfolio appreciation and depreciation, income, factors and yields, daily income and expense accruals, capital stock and distributions. Students will see the relationship between equity, bond, and money market funds and they will also study tax matters relative to mutual funds. Prerequisites: AC1002 or AC1022, TS1010. Quarter Credit Hours 4.5

AC3075 FINANCIAL MANAGEMENT

Financial management is designed to acquaint the student with the basic tools required to perform financial analysis and planning, working capital management and capital budgeting in a business environment. Prerequisite: AC1002 or AC1022. Quarter Credit Hours 4.5

AC3080 FRAUD EXAMINATION: THEORY AND PRACTICE

The accounting and legal concepts along with the procedures that are necessary to accomplish fraud detection, fraud investigation, and fraud prevention duties are studied in this course. Students will learn how to analyze allegations of fraud and how to utilize accounting and investigative skills during a fraud investigation. The development of computerized applications will be used to assist in case analysis. Expert witness testimony is also discussed along with a review of the variety of ways of communicating findings. Prerequisites: AC1002 or AC1022, TS1010. Quarter Credit Hours 4.5

AC4050 INTERNATIONAL ACCOUNTING

Accounting for and reporting upon the financial aspects of a multinational corporation are addressed in this course. Topics include foreign currency transactions, foreign currency translation (FASB 52), and accounting policies and practices of countries other than the United States. Prerequisite: AC2023. Quarter Credit Hours 4.5

AC4060 ACCOUNTING SEMINAR

This course is delivered in a seminar format and serves as the capstone course for seniors majoring in Accounting. Using knowledge obtained through previous accounting coursework, students analyze and report on contemporary issues in accounting and auditing. Computer software is used extensively throughout the course. Prerequisites: AC3050, senior status. (PT) Quarter Credit Hours 4.5

ADVERTISING COMMUNICATIONS

(College of Business)

AD1010 MARKETING COMMUNICATIONS I

This course covers the role of marketing communications in the overall marketing process. Emphasis is placed on the integration of advertising, sales promotion, public relations, direct marketing, personal selling and interactive marketing in the creation of effective communication campaigns. Topics include agency/client relationships, communication theory and the creative process. Prerequisite: MK1001 or HM3050. (PT) Quarter Credit Hours 4.5

BAKING & PASTRY ARTS

(College of Culinary Arts)

PA1100 INTRODUCTION TO BREAD & ROLLS

The student is introduced to the techniques in the preparation of assorted breads: quick breads and yeast-raised laminated doughs (croissants and danish) for the bakeshop. The student will also be introduced to formulation and calculating baker's mathematics, the basic techniques for producing sponges and starters, and straight dough methods. The uses of baking equipment, scaling, shaping techniques, inventory control and sanitation are covered. Quarter Credit Hours 7.5

PA1200 CLASSICAL FRENCH PASTRIES

The objective of this course is to give the student basic working knowledge for the production of puff pastry, pâte à choux, mousses, custards and creams, with a daily emphasis on plated desserts. Quarter Credit Hours 7.5

PA1300 HOT AND COLD DESSERT PRESENTATIONS

This dynamic course covers the basic techniques and presentations of traditional American and international desserts. The emphasis will be on pies, tarts, cookies, cheesecakes, ice creams, frozen yogurt, ices, fried desserts, baklava, strudel, fruit crisps and cobblers. The daily presentations of desserts will focus on individual plating and platters with an emphasis placed on modern presentations for restaurants, banquets, hotels and buffets.

Quarter Credit Hours 7.5

PA1400 INTRODUCTION TO CAKE DECORATING AND PETITS FOURS

The course is designed to expose students to the proper procedure for producing cakes. Emphasis will be placed on the numerous different types of cakes and fillings. Time will also be spent on specialty cakes such as Birthday Cakes and Wedding Cakes. Petits fours will also be introduced to the students.

Quarter Credit Hours 7.5

PA2100 ADVANCED CAKE DECORATING & CLASSICAL FRENCH TORTES

This course covers classical cakes designs as well as contemporary cake decorating techniques. To complement these items, students are shown the diversity of mousses and how they are utilized in the industry. The last section will introduce the student to making marzipan showpieces. (PT)

Quarter Credit Hours 7.5

PA2200 CHOCOLATE AND SUGAR ARTISTRY & SHOWPIECES

During this course, students will practice, using several methods, the proper chocolate tempering procedure. Hand-dipped and molded chocolate candies (pralines) will be produced, utilizing a variety of different chocolates, fillings, manufacturing and decorating techniques.

Students will design and create centerpieces and showpieces using mediums such as: chocolate, pastillage, royal icing, and poured and pulled sugar.

Quarter Credit Hours 7.5

PA2276 PASTRY ARTS INTERNSHIP

The Baking & Pastry Arts Internship provides students with the opportunity to prepare baked items and other desserts and pastries in large quantities. Upon completion of this course, students will have a better understanding of commercial operations.

Quarter Credit Hours 15.0

PA2296 PASTRY ARTS COOPERATIVE EDUCATION

In this course, experiential learning takes place in diverse industry work settings. Selected students are exposed to various 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

BUSINESS

(College of Business)

BU4089 EXPERIENTIAL EDUCATION

This course refers to the many choices that students have to experience the world of business firsthand. Generally students may use credits allocated to this course to satisfy requirements of co-ops, terms abroad, internships or practicum. Counseling with an academic advisor is suggested before considering this course. Prerequisite: Permission of academic advisor.

Quarter Credit Hours 13.5

COOPERATIVE EDUCATION

(College of Business, School of Technology and The Hospitality College)

Co-op

Eligible students may apply for a Selective Career Cooperative Education assignment. These paid cooperative education assignments allow students to gain academic credit for an invaluable work experience within their chosen profession. Upon completion of this term-long course, students will have a more global understanding of the demands and expectations of business and industry.

To be eligible to apply for the domestic co-op program, students must: 1) maintain a cumulative grade point average of 2.75 during the entire pre-program application process, 2) maintain a clean record of behavior as defined by the Student Code of Conduct, 3) have completed 130 credits of coursework, 4) have appropriate elective or practicum credit available in their degree audits, and 5) have the sponsorship of a faculty advisor.

In addition to the traditional eligibility requirements, students desiring placement outside of the United States must maintain a 3.25 GPA.

Quarter Credit Hours (in parentheses):

BU4093	Business Career Co-op (4.5)
BU4096	Business Career Co-op (9.0)
BU4099	Business Career Co-op (13.5)
HM4079	International Hospitality Career Co-op (13.5)
HM4093	Hospitality Career Co-op (4.5)
HM4096	Hospitality Career Co-op (9.0)
HM4099	Hospitality Career Co-op (13.5)
IB4079	International Business Career Co-op (13.5)
IT4093	Technology Career Co-op (4.5)
IT4096	Technology Career Co-op (9.0)
IT4099	Technology Career Co-op (13.5)

CULINARY ARTS

(College of Culinary Arts)

CA1315 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

CA1325 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

CA1335 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

CA1345 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

CA1355 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

CA1365 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

CA1375 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

CA1385 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

CA1395 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

CA1405 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

CA2215 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

CA2225 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

CA2235 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

CA2245 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

CA2255 ADVANCED PATISSERIE/DESSERT

Production of sponge cakes, icings, creams, tortes, and hot and cold desserts will be introduced. Emphasis is placed on individual desserts and creative plate presentations. Quarter Credit Hours 3.0

CA2276 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

CA2286 CULINARY ARTS INTERNATIONAL EXCHANGE

The Ireland International Exchange program combines practical and educational learning experience. Emphasis is placed on providing students with hands-on learning in preparing and serving food and beverages. The practical training takes place in some of Ireland's most prestigious hotels. The educational learning takes place in regional education centers.

The France International Exchange program takes place at Ecole Supérieure de Cuisine en Française. The academic curriculum develops a student's practical and cognitive skills through the planning and preparation of entire meals. Cultural culinary experiences enhance the program through various field trips, seminars and demonstrations.

Quarter Credit Hours 15.0

CA2296 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

CA3055 AMERICAN CUISINE: TODAY

Students engage in research and discussion of American regional cuisines. Class activities include discussions of indigenous and emigrant cultures, geographical implications, ingredients, religion, and cooking techniques and their influence on cooking and dining as they occurred during the development of America. (PT)

Quarter Credit Hours 3.0.

CA3065 ADVANCED BUFFET CATERING

Students work collaboratively to plan and create high quality buffets. Production planning and management budgeting, and technical accuracy are the basis of this course.

Quarter Credit Hours 3.0

CA3075 A LA CARTE RESTAURANT: EUROPE

Students are guided through planning and producing menu items in an a la carte setting. Emphasis is placed on traditional and contemporary European dishes. Sales forecasting, speed and accuracy of production, plate presentation, communication and efficient service are key elements of study.

Quarter Credit Hours 3.0

CA3085 SPECIAL FUNCTION OPERATIONS

This course will guide the student in the principles of contracting, management, direction, presentation, service and evaluation of a special function. Students will analyze both case studies and their own special functions. (PT)

Quarter Credit Hours 3.0

CA3095 DESIGNING CONTEMPORARY PLATED DESSERTS

In this course, the student will apply knowledge of fundamental preparation, plating techniques, and standard practice in both production and presentation of plated desserts. Together with the daily lectures and skill development, a foundation for proper procedure in the planning and creation of single and multiple dessert plates will be established.

Quarter Credit Hours 3.0

CA4055 FOODS OF THE WORLD

Students will research and produce menus representative of the cuisines of the Caribbean, Mexico, South America, Africa and the Middle East. Discussion will include the diffusion of such cuisines in contemporary cooking and the historical influence of these cultures. (PT)

Quarter Credit Hours 3.0

CA4065 FOODS OF ASIA AND THE ORIENT

The student will explore the planning and preparation of advanced menus reflecting influences from the countries of Asia. In an a la carte setting, this class provides students with a solid understanding of Asian food culture, cooking techniques, ingredients and dining styles. Emphasis will be placed on the cuisines of China, Vietnam, Thailand, Malaysia, Korea, Japan and the Philippines.

Quarter Credit Hours 3.0.

CA4075 FOOD SERVICE TECHNOLOGY & DESIGN

This course will provide the student with the opportunity to work with and explore a variety of food service technologies. Cost analysis of various equipment and energy sources is conducted in a research setting. Proper planning, layout and design of food service production facilities will be discussed.

Quarter Credit Hours 3.0

CA4085 DINING SERVICE SUPERVISION

The course is designed to instruct students in dining room supervision in a la carte and banquet environments. The principles of dining room representation, organization, leadership and cost controls will be analyzed and implemented. Students will develop and evaluate performance standards, and implement cost controls in a supervisory mode.

Quarter Credit Hours 3.0

CA4095 OENOLOGY

This course provides a comprehensive study of wines. Emphasis will be placed on the major wine producing regions of the world, focusing on classic Old World models and New World interpretations. Daily wine tastings incorporate structured analysis leading the student to identify regional and varietal organoleptic differences in wines. Tastings will incorporate discussions on the pairing of food and wine. Students will taste and analyze the classic styles of artisan cheeses from Europe and the U.S. (PT)

Quarter Credit Hours 3.0

CA4099 ADVANCED CULINARY ARTS CAREER COOPERATIVE EDUCATION

In this course, experiential learning takes place in diverse industry work settings. Students will apply their theoretical and practical knowledge under the supervision of an executive chef. 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

ECONOMICS

(College of Business)

EC1001 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

EC2002 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: EC1001. (GS)
Quarter Credit Hours 4.5

EC2010 ECONOMIC GEOGRAPHY

The purpose of this course is to provide an understanding of the economic resources at our disposal and the natural conditions under which the utilization of these resources may be achieved. Locations, characteristics and relationships of economic activities will be presented to permit better insight into present world economic problems. The sources, applications and problems of energy are examined in order to better understand today's energy problems. Prerequisite: EC1001. (GS)
Quarter Credit Hours 4.5

EC3040 MONEY & BANKING

The purpose of this course is to provide the student with a knowledge of the nature and functions of money and credit and how the banking system operates to regulate and control money and financial institutions. Prerequisite: EC1001.
Quarter Credit Hours 4.5

ENGLISH

(School of Arts & Sciences)

EN1001 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

EN1020 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. A research paper is required upon course completion. (WI)
Quarter Credit Hours 4.5

EN1021 ADVANCED COMPOSITION AND COMMUNICATION

This course is a continuation of English Composition EN1020; 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. Elements of documentation and research are emphasized. Prerequisite: EN1020. (PT) (WI)
Quarter Credit Hours 4.5

EN1030 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

EN2010 TECHNICAL WRITING

This course focuses on a practical approach to technical exposition, such as proposals, project reports, feasibility studies, abstracts, and technical correspondence delivered in both hard copy and electronic formats. Prerequisite: EN1020 or EN1H20. (PT) (WI)
Quarter Credit Hours 4.5

EN2030 INTRODUCTION TO NEWSWRITING

This course provides students with a practical introduction to basic news and feature writing and emphasizes writing for the specific fields of business, culinary, hospitality and technology. (WI)
Quarter Credit Hours 4.5

FINANCIAL SERVICES MANAGEMENT

(College of Business)

FI2010 FINANCE

This course is designed to cover the financial management of the business entity and the role of the financial manager in creating value. Major topics include financial statement analysis, risk and return, time value of money, capital budgeting, cost of capital, business valuation, capital structure policy and the evaluation of alternative forms of financing. This course is not available to accounting majors. Prerequisite: AC1001 or AC1011 or AC1021. (PT)
Quarter Credit Hours 4.5

FI2020 INTRODUCTION TO FINANCIAL INSTITUTIONS

This course serves as an introduction to financial services, financial markets and financial institutions. The banking, insurance and investment industries are described and analyzed. In addition, the economic environment of financial institutions is addressed with focus on the regulatory framework and the tax environment. (PT)
Quarter Credit Hours 4.5

FI3050 INTERNATIONAL BANKING & FINANCE

This course is designed to give the student an overview of international banking and finance. Topics covered include the international dimensions of finance, foreign exchange rates, international sources of funds, international banking regulations, and the contrast between European, Asian and American banking. Prerequisite: AC1002 or AC1012 or AC1022. (PT)
Quarter Credit Hours 4.5

FOOD SERVICE MANAGEMENT

(College of Culinary Arts and The Hospitality College)

FM1055 BAKING FORMULA TECHNOLOGY

This course introduces the principles of food science and technology as they apply to baking and pastry arts. Scientific method is used to explore pastry ingredients and their behavior in product preparation and storage. Emphasis is placed on formulation, ingredients and sensory. It is conducted in a non-production laboratory and includes the assessment of food quality.
Quarter Credit Hours 4.5

FM1060 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 FM1999 graduation requirement.
Quarter Credit Hours 2.0

FM1070 FOODS I

This course introduces students to standard operating procedures used in the food service industry. Emphasis is placed on food preparation techniques, basic purchasing procedures, kitchen equipment and products.
Corequisite: FM1060.
Quarter Credit Hours 4.5

FM1999 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 FM1060. (PT)
Quarter Credit Hours 0.0

FM2025 FOOD & BEVERAGE COST CONTROL

Food & Beverage Cost Control is an introductory course designed to acquaint the student with the control problems of the food and beverage industry. Emphasis is placed on profit planning through menu planning, the control cycle and forecasting.
Prerequisite: MT0001 or placement. (WI)
Quarter Credit Hours 4.5

FM2026 FOOD & BEVERAGE CONTROLS

This introductory course is designed to introduce the student to standards and procedures that increase the profitability of food and beverage operations in any industry setting through controlling cost and maximizing sales. Emphasis is placed on the operating cycle of control, forecasting and budgeting. Prerequisite: MT1002 or higher. (PT)
Quarter Credit Hours 4.5

FM2040 GUEST SERVICE SYSTEMS

This introductory course is a study of guest services within the hospitality industry. Emphasis is placed on development of service standards, staffing requirements, merchandising and fiscal accountability. Prerequisites: HM1001 or TT1001, MT1002 or higher.
Quarter Credit Hours 4.5

FM2045 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

FM2050 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

FM2060 FOOD PREPARATION MANAGEMENT

This intermediate level course will combine the fundamentals of food theory with hands-on small quantity food production. The student will demonstrate the basic operational procedures within a food service operation through theory, demonstration and production. Prerequisites: FM1060, FM1070.
Quarter Credit Hours 9.0

FM2080 FOOD SERVICE OPERATIONS

This intermediate level course completes the students' foundation in purchasing and food & beverage operational controls. Emphasis is placed on mastering the purchasing cycle functions and back-of-the-house menu management systems. Students develop income statements and use spreadsheets to analyze food and beverage operations. Prerequisites: AC1012, FM1070.
Quarter Credit Hours 4.5

FM2099 FOOD SERVICE MANAGEMENT PRACTICUM

This course is a requirement for all students in the Food Service Management and Restaurant Management associate degree programs. The practicum provides in-depth experience in food and beverage operations. Rotational assignments will incorporate both front- and back-of-the-house operations. Prerequisite(s): CA1325 or both FM1070 and FM2040.
Quarter Credit Hours 13.5

FM3001 THE MANAGEMENT OF FOOD SERVICE SYSTEMS

Students 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 teaches students to apply sound management principles to situations encountered within the hospitality industry. Prerequisite: CA2276 or CA2286 or CA2296 or PA2276 or PA2296. (PT)
Quarter Credit Hours 4.5

FM3010 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: FM2080 or FM3001.
Quarter Credit Hours 4.5

FM3012 ADVANCED MENU ANALYSIS

This course focuses on researching current market trends and discovering their impact on commercial food service operations. Students analyze the effectiveness of current menu designs to specific operational data. Students also apply basic menu design techniques to enhance classroom assignments.

Prerequisite: FM2026 or FM2080 or FM3001.

Quarter Credit Hours 4.5

FM3025 FOOD SCIENCE

This course emphasizes the scientific method and the chemical and physical changes that occur during preparation, processing, and storage of food products. It is conducted in a non-production laboratory and includes the assessment of food quality. (PT)

Quarter Credit Hours 4.5

FM3035 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. (PT) (WI)

Quarter Credit Hours 4.5

FM3040 FOOD SERVICE FINANCIAL SYSTEMS

Students will learn and experience an in-depth analysis of financial information within the food service industry. Emphasis is placed on exploration of accounting, sales, purchasing, inventory, and budgetary systems. The course offers an overall view of financial management and its related areas through manual applications and the use of computers in the food service industry. Students recognize business problems, provide viable solutions and evaluate the effect of those solutions. (PT)

Quarter Credit Hours 4.5

FM3070 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: FM2099 or FM3001. (WI)

Quarter Credit Hours 4.5

FM4010 BEVERAGE APPRECIATION

This advanced course will refine the student's knowledge of beverages served in a variety of hospitality operations. Emphasis will be placed on beverage sensory perception and food pairings. Students will develop and analyze strategies to effectively manage, market and set standards for beverage operations. Both alcoholic and non-alcoholic beverages will be examined.

Prerequisite: FM3010.

Quarter Credit Hours 4.5

FM4060 HOSPITALITY OPERATIONS MANAGEMENT

An upper-level capstone course which will combine a working knowledge of food production techniques and management skills necessary to operate a food service facility. Students will further enhance these skills in a small quantity food service setting in which they have full control over the food service operation.

Prerequisite: FM2080. (PT)

Quarter Credit Hours 9.0

FM4061 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: FM2099 or FM3001. (PT)

Quarter Credit Hours 4.5

FRENCH

(School of Arts & Sciences)

FR1001 CONVERSATIONAL FRENCH I

This course is an introduction to the French language, with emphasis on vocabulary acquisition, basic grammar construction and oral communication.

Quarter Credit Hours 4.5

HISTORY

(School of Arts & Sciences)

HI2001 WORLD HISTORY TO 1500

This survey of people and their cultures focuses on the two major historical traditions (Western and East Asian) from pre-history to 1500. The varying political events, institutions, technologies and cultures of the East and West are highlighted.

Quarter Credit Hours 4.5

HI2002 WORLD HISTORY SINCE 1500

Major developments in world history from the 16th century on are considered, with an emphasis on the impact of ideas and influences from Asia and the New World upon European culture and society; and the European impact upon Asia, Africa and the Americas. The various periods and kinds of revolution — industrial, democratic, political, technological, military and cultural are surveyed.

Quarter Credit Hours 4.5

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

HOSPITALITY MANAGEMENT

(The Hospitality College)

HM1001 THE HOSPITALITY FIELD

This course is an introduction to the hotel-restaurant field through a review of the historical development of the industry and the major functions in a hospitality establishment. The course is intended to prepare the student to apply sound management principles to the problems encountered in the supervision of people in the hospitality industry.

Quarter Credit Hours 4.5

HM1010 FRONT OFFICE OPERATIONS

This course familiarizes students with the front office department of the hotel. Emphasis is placed on: guestroom availability, reservation processing, guest registration, night audit and check-out procedures through a computerized property management system. The student will focus on all aspects of the unique relationship between the front office and other departments in the hotel. Prerequisite: HM1001 or RL1001 or TT1001.

Quarter Credit Hours 4.5

HM1011 HOSPITALITY INFORMATION TECHNOLOGY

This is an introductory course in information systems in the hospitality industry. The "smart classroom" course focuses on property management systems, Internet/ Intranet systems and other forms of technology.

Prerequisite: HM1010.

Quarter Credit Hours 4.5

HM2011 HOSPITALITY SALES AND MEETING MANAGEMENT

This course familiarizes students with the scope of sales and meeting management within the hospitality industry. The reciprocal relationship between selling and service is presented within the context of hospitality marketing practices. Prerequisite: FM2040 or CA1325 or RL2030 or SF2020 or TT2040.

Quarter Credit Hours 4.5

HM2030 HOSPITALITY HUMAN RESOURCE AND DIVERSITY LEADERSHIP

The line manager in today's increasingly diverse workforce requires new skills. Many of today's service operations have no human resource department.

This course will develop managerial competencies necessary to lead the ever-changing service industry workforce. Prerequisite: Sophomore status. (PT)

Quarter Credit Hours 4.5

HM2099 HOTEL INTERNSHIP

All students majoring in Hotel Management are required to participate in the Hotel Internship at one of the University's practicum properties. The internship provides an in-depth experience in the lodging and food and beverage departments. Rotational assignments will incorporate both front- and back-of-the-house operations within each department. Prerequisites: FM1070, FM2040, HM1011. (PT)

Quarter Credit Hours 13.5

HM3015 DYNAMICS OF RECREATION/ LEISURE MANAGEMENT & TRAVEL-TOURISM

This upper-level course provides students with an overview of the hospitality industry and of various career opportunities within the industry. A historical development of the Recreation/Leisure and Travel-Tourism industries is reviewed. Emphasis is placed on foundations and functions within the related industries.

Prerequisite: HM2099 or FM2099.

Quarter Credit Hours 4.5

HM3020 TRADE SHOW/EXPOSITION MANAGEMENT

This course is designed to give the student practical experience in developing a trade show or exhibition with special emphasis on pre-planning, budget preparation, advertising and/or public relations, and exhibit setup, including exhibit registration, booth accommodations and assignments, draping, audiovisual, programming and wrap-up. A directed work project may be incorporated into this course. Prerequisite: HM2011 or SF2020 or TT2040.

Quarter Credit Hours 4.5

HM3025 DYNAMICS OF HOTEL-RESTAURANT & RECREATION/LEISURE MANAGEMENT

This course introduces students to the hotel-restaurant and recreation-leisure fields through a review of the historical development of the industry. Emphasis is placed on the foundations and functions within the hotel-restaurant and recreation-leisure industries.

In addition, emphasis is placed on integrating students' chosen career paths within these industries.

Prerequisite: TT2099.

Quarter Credit Hours 4.5

HM3035 DYNAMICS OF HOTEL-RESTAURANT & TRAVEL-TOURISM MANAGEMENT

This course is designed to introduce the student to the Hotel-Restaurant and Travel-Tourism industries through a review of their historical developments. Emphasis will be placed on the foundations and functions within the hospitality industries. The student's chosen career path will be integrated into this course. Prerequisite: RL2099.

Quarter Credit Hours 4.5

HM3050 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. (PT)

Quarter Credit Hours 4.5

HM3060 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. Prerequisite: HM1001 or RL1001 or SF1001 or A.S. degree in Culinary Arts or Baking & Pastry Arts.

Quarter Credit Hours 4.5

HM3070 CONTEMPORARY ISSUES IN THE HOTEL/RESTAURANT INDUSTRY

This upper-level course focuses on the current issues impacting hospitality management. Emphasis is placed on decision-making and critical thinking skills as they relate to the ever-changing macro/microenvironment. Course topics may change on a term-by-term basis. Prerequisite: HM2099. Quarter Credit Hours 4.5

HM3080 ENTERTAINMENT MANAGEMENT

This is an intermediate course designed to prepare future industry professionals to address entertainment management as it relates to the lodging and food service industries. Students will participate in planning a profitable entertainment event designed to complement a hospitality enterprise. Quarter Credit Hours 4.5

HM4020 CULTURAL DIVERSITY MANAGEMENT

This upper-level course is designed to assist students in understanding the issues related to American multicultural management in the workplace through the utilization of a conceptual framework and the use of appropriate management techniques. A directed work project may be incorporated into this course. Prerequisite: SO2001. Quarter Credit Hours 4.5

HM4060 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: AC3025, HM3050. Quarter Credit Hours 4.5

INTERNATIONAL BUSINESS

(College of Business)

IB1001 INTRODUCTION TO GLOBAL BUSINESS

This course introduces students to international business by exploring a broad spectrum of business activities. The course focuses on the multiple environments which effective international managers must understand. The course surveys issues in marketing, human resources management, production and operations in the global environment. Quarter Credit Hours 4.5

IB4099 INTERNATIONAL BUSINESS EXPERIENCE

This course is spent traveling and studying on a continent other than the United States. During the term students engage in pre-departure course work before embarking on a three-to-four week immersion into a number of foreign business settings and cultural markets. Faculty with in-depth knowledge of international regions guide students through a rigorous, intense study and travel experience to increase students' global awareness and cross-cultural perceptions as they relate to international business affairs. Upon arrival at their international destination, students study a variety of different businesses, both local and international, under the supervision of the experienced faculty members.

Eligible students are expected to apply for Summer Term Abroad (TA4089), Co-op (BU4089) or Summer Work Abroad Program (IB4020, BU4086). Those not qualified will take three additional career electives from the College of Business or the School of Technology, one of which must be an International Business course. Quarter Credit Hours 13.5

LAW

(College of Business)

LW1002 INTRODUCTION TO CRIMINAL JUSTICE

This course presents an overview and analysis of the American criminal justice system. The concept of crime and the roles of police, courts, defense attorneys, prosecuting attorneys and corrections will be considered. In addition, an overview of the causes of crime, the problems associated with the measurement of crime, and the concept of "justice" in the American criminal system will be examined. Quarter Credit Hours 4.5

LW1090 INTRODUCTION TO LAW ENFORCEMENT

A survey of law enforcement agencies, their role, history and development with the field of criminal justice. Emphasis is placed on police administration, organization, management culture, relations within the community and technology. (PT) Quarter Credit Hours 4.5

LW2001 THE LEGAL ENVIRONMENT OF BUSINESS I

This course provides an overview of the legal, regulatory and ethical environment in which business decisions must be made. The course exposes the student to a variety of legal topics: basic concepts, such as court procedures, contracts and business ethics, are followed by a selection of related fields which may include sales, environmental law, constitutional law, land use control and/or alternate dispute resolution. Attention will be paid to both the letter of the law and its practical effect on business decision making and managerial policy. This course relies on, and develops, the student's ability to read and reason critically. Quarter Credit Hours 4.5

LW2010 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

LW2040 PRINCIPLES OF CORRECTIONS

This course is an introduction to corrections. It presents an historical look at punishment through the ages. Justification for punishment is explored including: retribution, deterrence, incapacitation and rehabilitation. Various dispositions of prisoners are presented from capital punishment, corporal punishment, transportation, galley slavery, and the eventual development of the prison. The evolution of prisons and acceptable conditions are discussed along with the advent of the prisoner rights movement. (PT) Quarter Credit Hours 4.5

LW2050 CRIMINOLOGY

This course is an overview of the study of criminal behavior. Major theories of the causes of crime are explored through an interdisciplinary approach emphasizing the sociological, psychological, scientific, medical, biological, psychiatric, psychoanalytic, economic, political, cultural, and other social and behavioral approaches.

Prerequisite: SO2001. (WI)
Quarter Credit Hours 4.5

LW2076 CRIMINAL JUSTICE PRACTICUM

This practicum is designed to provide the student with an experiential opportunity within the four sub-systems of criminal justice (police, prosecution/defense, courts and corrections). Various sites have been selected throughout the local, state and federal levels of criminal justice that can facilitate the needs of the student, the university and the field of criminal justice. Prerequisite: Sophomore status, an overall GPA of 2.75 or higher, a GPA of 2.75 or higher in Criminal Justice major. (PT)
Quarter Credit Hours 9.0

LW2080 CRIMINAL LAW I

This course is an introduction to the basic elements of, and defenses to, criminal liability. Topics include the basic crimes against the person (homicide, assault, battery, rape, etc.), the basic crimes against property (larceny, fraud, embezzlement, burglary, etc.), and the basic defenses and justifications (diminished capacity, self-defense, mistake, etc.). (PT)

Quarter Credit Hours 4.5

LW2085 JUVENILE JUSTICE

This course presents an analysis of the historical development of the juvenile justice system in the United States. The student is introduced to the changing view of juveniles from early America, when children were treated as little adults, through the nineteenth and twentieth centuries where they came to be considered as children and adolescents that had to be protected from abusive families and their environment. Socializing agents such as the family, schools and peers will be studied as to their influence on the development of delinquency. Youth will be studied as victims of crime, as perpetrators of crime, and their likelihood to become involved with gangs. Additionally, law enforcement, the courts and corrections will be studied to show their impact on delinquency. (PT)
Quarter Credit Hours 4.5

LW3002 THE LEGAL ENVIRONMENT OF BUSINESS II

This course is a continuation of LW2001, The Legal Environment of Business I. The student is exposed to the laws governing the internal organization and relationships within a business, the laws governing relationships between a business entity and its clientele, and the laws governing relationships between a business and its employers. Attention will be paid to both the letter of the law and its practical effect on business decision making and managerial policy. This course relies on, and develops, the student's ability to read and reason critically. Prerequisite: LW2001 or LW2010.
Quarter Credit Hours 4.5

LW3010 BUSINESS LAW FOR ACCOUNTANTS

This course provides the Accounting major with an understanding of the legal framework within which accountants must operate. The course will concentrate on the following topics: business organizations, professional responsibilities, contracts, government regulation of business, the Uniform Commercial Code (Articles 2, 3 and 9) property and debtor-creditor relationships. Prerequisite: LW2001 or LW2010.
Quarter Credit Hours 4.5

LW3015 CRIME AND CONSTITUTIONAL ISSUES

This course presents an overview, analysis and critique of American criminal procedure in the context of the U.S. Constitution, with special emphasis on the Fourth Amendment with respect to search and seizure, stop and frisk, arrest, evidence, interrogations, confessions, identification, and remedies such as the exclusionary rule. Other constitutional issues relevant to the foregoing, including the Fifth and Fourteenth Amendments' due process and equal protection doctrines, shall be examined. (WI)

Quarter Credit Hours 4.5

LW3035 COURT ADMINISTRATION & MANAGEMENT

This course is an examination of the problems, policies and practices of the criminal court system with emphasis placed on the structure and organization of the court system. The role of the courts from arrest to conviction and appeal is explored.

Quarter Credit Hours 4.5

LW3055 INTERNATIONAL LAW

This course introduces the student to the principles of public and private international law. It addresses the legal problems of doing business in developed, developing, and non-market economy countries, together with the economic and political issues that commonly arise. Prerequisite: LW2001.

Quarter Credit Hours 4.5

LW3071 CRIMINAL LAW II

This advanced course following Criminal Law I focuses on more sophisticated, complex and contemporary issues of criminal liability. Topics include constitutional limitations on criminal law (free speech, maintaining public order, privacy etc.), inchoate crimes (attempt, conspiracy, solicitation), crimes involving the government (treason, bribery, contempt, etc.), victimless crimes (drugs, prostitution, etc.) and organized crime.

Prerequisite: LW3070.

Quarter Credit Hours 4.5

LW3075 CRIMINAL INVESTIGATION

In this course, the student will be exposed to the fundamentals of criminal investigation. Emphasis is placed on the collection and evaluation of crime scene evidence. Evidence gathering related to specific crimes — i.e., homicide, arson, burglary, etc. — is emphasized. It is emphasized throughout this course that the criminal investigation must be conducted within the framework of our constitutional system of government — hence, opinions of the United States Supreme Court which affect the collection of evidence are emphasized. (PT)
Quarter Credit Hours 4.5

LW3080 CYBERLAW

This upper-level course confronts students with the changes and adaptations of U.S. law resulting from the ascendancy of computers and the Internet. Fundamental common law and statutory assumptions about the nature of person, place, thing and action are called into question by data transactions between computer memories, unprecedented wealth concentrated in the development and distribution of software, widespread access to large quantities of data with minimal quality control, and the blurring of geographical boundaries. Students will examine how contract formation, defamation, obscenity, copyright, trademark, privacy and other legal issues have been changed by technology and the online world. Prerequisite: LW2001 or permission of instructor.

Quarter Credit Hours 4.5

LW3090 THE LAW OF EVIDENCE

This course is a study of the law of evidence as a system of rules and standards directed at determining what proof is to be admitted in the course of litigation. Emphasis is placed on formal discovery mechanisms, relevance, witness examination, impeachment, rehabilitation, privileges, burdens of proof, judicial notice, presumptions, real and demonstrative evidence, expert testimony, materiality, confrontation and hearsay. Quarter Credit Hours 4.5

LW4040 CRIMINALISTICS

The course provides the student with a broad outline of key topic areas that encompass the study of forensic science. It emphasizes the application of forensic sciences and its role in criminal investigation. Topics include the scope, history and basic methods of evidence recognition, collection, identification and preservation. Basic forms of physical evidence most commonly encountered at crime scenes are discussed along with their respective value in the investigative process. Prerequisite: LW3075. (PT) Quarter Credit Hours 4.5

LEADERSHIP STUDIES

(School of Arts & Sciences)

LD1001 RESIDENT ASSISTANT LEADERSHIP

This course is required of all RAs to prepare them for the challenging responsibilities of residential life. The course will focus on developing those leadership skills required of the position — including conflict resolution, dealing with negativity, team building skills, diversity and communication. Prerequisite: Acceptance into the RA program. Quarter Credit Hours 1.5

LD2001 FOUNDATIONS OF LEADERSHIP STUDIES

This upper-level 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

LD2010 SPECIAL TOPICS IN LEADERSHIP

The field of leadership studies encompasses a wide and complex range of topics. This course presents students and faculty alike with a unique opportunity to examine revolving areas of current and relevant leadership theories and practices. Areas of specialized leadership interest include, but are not limited to: Global Issues, Women in History (LD2011), Power and Leadership (LD2012), Entrepreneurial, Business and Religion. Prerequisite: LD2001. Quarter Credit Hours 4.5

LITERATURE

(School of Arts & Sciences)

LI3015 FOOD IN FILM AND LITERATURE

This course is designed to acquaint the student with the art forms of film and literature with a focus on food as its primary subject. The course will focus on the important books, essays, short stories, plays and films that have made major achievements in film and literature. Students will develop the critical skills necessary to increase their understanding of the experience of film and literature. (WI) Quarter Credit Hours 4.5

LI3020 STUDIES IN THE SHORT STORY

This course presents a detailed analysis of the art form of the short story. Study includes 20 short stories which represent a wide cross-section of works. This course fulfills part of the Literature Concentration requirement. (WI) Quarter Credit Hours 4.5

LI3040 SPORTS IN LITERATURE

This course focuses on the significant inspiration of athletic endeavors upon the literary imagination. Writers of fiction and nonfiction, prose writers and poets have discovered in the athletic experience a useful metaphor to express the very purpose and meaning of life. The course is designed to acquaint the student with the essence of games as myth and metaphor and to provide for the student a body of writing which is both serious and superior. (WI) Quarter Credit Hours 4.5

LI4010 SCIENCE FICTION

This course analyzes the evolution of science fiction from its early origins to the present. Sixteen short stories, one novel and two full-length films will be studied. (WI) Quarter Credit Hours 4.5

MANAGEMENT

(College of Business)

MG1001 PRINCIPLES OF MANAGEMENT

This course is a general survey of management that focuses on planning, organizing and controlling. At the end of this course, the student should demonstrate an awareness and insight into the various aspects of management. Quarter Credit Hours 4.5

MG2001 HUMAN RESOURCE MANAGEMENT

This course is the study of personnel management in organizations. The student learns basic functions of procuring, developing, maintaining and utilizing a labor force to meet the entry-level requirements for employment in personnel work. The course supplies students with an understanding of the personnel department. Prerequisite: MG1001. (PT) (WI) Quarter Credit Hours 4.5

MG2020 ORGANIZATIONAL BEHAVIOR

This course surveys organizational theory. Focus is on individual and team behavior with an emphasis on developing team-building skills. Additional topics include: structure, size, technology, power relationships, and how organizations survive, decline, grow and change. (PT) Quarter Credit Hours 4.5

MG2030 SERVICE AND PRODUCTION OPERATIONS MANAGEMENT

This course acquaints students with the fundamentals of operations management in both goods and services industries. The course recognizes the changing face of operations, from an internally-focused supportive function to a strategic part of the enterprise value chain. The course explores five major areas: process analysis, total quality management, alternative production systems, supply chain management, and new product development. Prerequisite: EP1001 or MG1001. (PT) Quarter Credit Hours 4.5

MG2040 PURCHASING AND SUPPLY CHAIN MANAGEMENT

This course examines the dynamic field of production and the management of the entire supply chain. Major areas of study include purchasing's role in the organization, global sourcing, new models for supplier involvement and management, and new product development. The role of purchasing and total quality management is a pervasive theme throughout the course. Students are exposed to the theoretical and practical issues to prepare them for the National Association of Purchasing Managers (NAPM) certification exam. Prerequisite: EP1001 or MG1001. (PT) Quarter Credit Hours 4.5

MG2120 ACCELERATED MANAGEMENT

This is a general survey of management for honors program eligible students. The course focuses on the five functions of management and organizational theory, emphasizing team building. Case studies, learning teams and direct industry contact augment traditional classroom methods. Prerequisites: IB1001, honors eligibility. Quarter Credit Hours 4.5

MG3020 MANAGERIAL ACCOUNTING

Designed for business students, this course focuses on the informational needs of internal users of financial information such as company officers, company executives, human resource managers, marketing managers, program directors and production operation managers. Emphasis is placed on acquiring and analyzing the financial and nonfinancial information that is needed by these users to plan, direct and control the business. This course is not available to accounting majors. Prerequisites: MG1001 and either AC1002 or AC1022. Quarter Credit Hours 4.5

MG3030 MANAGERIAL TECHNOLOGY

This course surveys the relationship of technology to the managerial process. Topics include computer and communications systems, information systems, decision support systems and expert systems. The students will be required to show their understanding of these technologies. Students will also be exposed to typical approaches and managerial practices through demonstrations, case studies, simulations and hands-on exercises. Prerequisite: EP1001 or MG1001. Quarter Credit Hours 4.5

MG3040 PROCESS AND QUALITY MANAGEMENT

The course thoroughly examines the concept of quality and the tactical approaches used to manage quality improvement efforts in organizations. Students are exposed to theoretical and practical issues to prepare them for quality process management. Prerequisites: MG2030, MT2001. (PT) Quarter Credit Hours 4.5

MG3050 COMPENSATION AND BENEFIT MANAGEMENT

This course studies all aspects of compensation. Topics include the pay model, determining consistency, job analysis, skill-based structures, external competitiveness, designing pay levels, pay for performance, performance appraisals, employee benefits and the government's regulatory role. Linkage of compensation strategies to recruiting is also investigated. Prerequisite: MG2001. (PT) Quarter Credit Hours 4.5

MG3060 HUMAN RESOURCES TRAINING & DEVELOPMENT

This course exposes students to training and development in a global, competitive environment. The course covers how to use employee talents effectively through new work designs (such as work teams), new technologies (such as computer-assisted manufacturing systems), and the latest "hot topics" in the training area. Prerequisite: MG2001. (PT) Quarter Credit Hours 4.5

MG4020 STRATEGIC MANAGEMENT

This is the first of the two course, College of Business capstone series designed for graduating seniors in the Accounting, Management and Marketing departments. The course deals with environmental analysis, strategy formulation, strategy implementation and evaluation and control, all with an enterprise view of the firm. Students learn via team projects and case studies. It is recommended that students complete all Related Professional Studies courses before attempting this capstone series course. Prerequisite: MG3020. (PT) Quarter Credit Hours 4.5

MG4030 SENIOR MANAGEMENT SEMINAR

This final, College of Business capstone series course sharpens analytical skills and decision making, polishes business communications, and enhances teamwork abilities. The course is designed as a seminar in the truest sense, as the onus for success rests heavily on the student. It is recommended that students complete all Related Professional Studies courses before attempting this capstone series course. Prerequisite: MG4020. (PT) Quarter Credit Hours 4.5

MG4040 CONTEMPORARY MANAGEMENT

This advanced course applies both behavioral science and management techniques to foster and increase productivity, quality and job satisfaction. Practical skill exercises, case studies and site visits enhance learning. Contemporary Management intentionally does not duplicate the theoretical and conceptual background contained in earlier courses, such as MG2020. Prerequisite: Senior status. (PT) Quarter Credit Hours 4.5

MG4050 OPERATIONS MANAGEMENT STRATEGY

This course examines the operations function as an organization's source for sustainable, competitive advantage. The concept of operations is viewed from the perspective of the firm's entire value chain. Particular attention is devoted to evolving organizational forms. The impact of technology and domain choice on operations is examined in significant depth. Prerequisites: MG2030, MG4020. Quarter Credit Hours 4.5

MG4070 HUMAN RESOURCES MANAGEMENT STRATEGY

This course examines the human resources function as an organization's source for sustainable, competitive advantage. Case studies, team exercises, game strategies and other human resource strategic problems demonstrate the importance of the formulation, implementation and evaluation of a management decision. Prerequisites: MG2001, MG4020, senior status. Quarter Credit Hours 4.5

MG4089 MANAGEMENT CAREER FOCUS

Management majors complete experiential education requirements via co-op or summer work abroad program. These options can include individual or group work as part of an ongoing business operation. Quarter Credit Hours 13.5

MARKETING

(College of Business)

MK1001 PRINCIPLES OF MARKETING

This introductory course presents the basic principles and practices of marketing. Topics include marketing orientation, external environments, ethical codes of conduct, and the importance of marketing to the business firm, our world economy and global culture. Case studies, field projects, a marketing simulation and using the Internet as a business and professional resource are utilized in the delivery of this course. An emphasis is placed on marketing strategy; image and branding, target markets, product, price, distribution and promotion. (WI) Quarter Credit Hours 4.5

MK1002 CONSUMER BEHAVIOR

The purpose of this course is to introduce the student to the various facets of consumer behavior, including the decision making process, problems, needs and goals, the consumer's search for information, and the evaluation of the purchase decision. Prerequisite: MK1001 or HM3050. (WI) Quarter Credit Hours 4.5

MK1011 PRINCIPLES OF PROFESSIONAL SELLING

This course is a hybrid of theory and training. Students learn about buying processes and personalities, and how to target, prospect, approach and interview customers in order to determine unmet needs and potential opportunities. Consultative selling replaces the outdated transactional approach to selling. Students learn through role-plays and skills-based training to build relationships with customers and other business partners in a relationship-oriented world. (PT) Quarter Credit Hours 4.5

MK2012 SALES MANAGEMENT

This course teaches students about the strategic role of the selling function within the business unit. Students learn the basic concepts of determining market potential, forecasting sales, designing sales territories, setting quotas, structuring the sales team, and recruiting, selecting, leading and motivating both inside and outside sales people. The course focuses on the "field" (district) level of sales management. Prerequisite: MK1011. Quarter Credit Hours 4.5

MK2020 BUSINESS TO BUSINESS MARKETING

The course is a study of business-to-business marketing, marketing of services and channels of distribution required for all buying and selling processes. This course compares and contrasts the institutional, economic and behavioral aspects of business. Prerequisite: MK1001 or HM3050. Quarter Credit Hours 4.5

MK2050 QUALITATIVE RESEARCH

The course provides a broad overview of qualitative market research methods. Covering such exploratory techniques as focus groups, in-depth interviews and observations, this course familiarizes students with the appropriate uses and limitations of qualitative market research. Students use qualitative market research techniques to gain preliminary insight into decision-making problems and opportunities. Prerequisite: MK1001. (WI) Quarter Credit Hours 4.5

MK3005 BRAND MARKETING

This course examines the role of a brand as an asset to an organization and the advantages of creating strong brands. Emphasis is placed on the creation, measurement and strategic applications of brand equity. Topics covered include choosing brand elements, designing supporting marketing programs, leveraging secondary associations, building brand portfolios, and adjusting brand strategy over time and geographic boundaries. Particular emphasis is placed on the role of promotional mix elements in the communication of brand equity. Prerequisite: MK1001 or HM3050. Quarter Credit Hours 4.5

MK3011 DIRECT MARKETING

This course teaches students the elements of direct marketing as an integrated part of a total marketing program. Students learn how newspapers, magazines, telephone, radio, TV, cable, direct mail, catalogs and new electronic media are used in direct marketing programs. Plans, measurement and accountability are covered. Prerequisites: MK1001 or HM3050 and junior status. (WI) Quarter Credit Hours 4.5

MK3040 ELECTRONIC COMMERCE

This course focuses on the development and management of electronic marketing strategies through interactive media and on-line channel networks. Emphasis will be placed on three distinct classes of electronic commerce applications: business-to-consumer, business-to-business, and intra-organizational. Prerequisite: MK1001 or HM3050. (PT) Quarter Credit Hours 4.5

MK3055 QUANTITATIVE RESEARCH

This course is a continuation of MK2050 and provides an overview of contemporary topics in quantitative research such as competitive intelligence, survey design and scale measurement. Students use current technology and software tools to create, distribute, analyze and interpret qualitative data. Together with MK2050, students learn modern market research techniques that are used to make sound business decisions. Prerequisites: MK2050, MT2001, junior status. (WI) Quarter Credit Hours 4.5

MK4001 STRATEGIC MARKETING

Developing and implementing an exciting, cohesive and effective marketing strategy adaptable to a changing business environment is a must for career preparation and meaningful placement in the world of marketing. This capstone course develops skills essential to anticipating and responding to the changing needs of customers and markets in our global economy and culture. It thoroughly explores marketing strategy using a combination of texts, readings, visiting speakers, Internet sites, cases, a marketing simulation and field assignments. Prerequisites: MK1001 or HM3050 and junior status. (PT) Quarter Credit Hours 4.5

MK4030 INTERNATIONAL MARKETING

This course deals with various differences in cultural, economic and legal factors as they relate to the marketing process. This is a systematic treatment of marketing on a global scale, extending basic principles into foreign marketing requirements. Prerequisites: MK1001 or HM3050 and junior status. (PT) Quarter Credit Hours 4.5

MK4076 MARKETING EXTERNSHIP

This course provides students with the opportunity to apply basic knowledge in an actual work environment either within or outside the University. Students work for project managers under the guidance of faculty members and meet weekly in classroom seminars. Prerequisite: Senior status. Quarter Credit Hours 9.0

MK4089 MARKETING CAREER FOCUS

Marketing and Marketing Communications majors complete experiential education requirements via co-op or summer work abroad program. These options can include individual or group work as part of an ongoing business operation. Quarter Credit Hours 13.5

MATHEMATICS

(School of Arts & Sciences)

MT0001 MATHEMATICS LAB

Students are assigned to this course based upon placement tests given prior to taking MT1020 or MT1002. Computational skills, solving for the unknown, graphs and problem solving are some topics covered. Quarter Credit Hours 1.5 (Institutional)

MT1002 A SURVEY OF COLLEGE MATHEMATICS

This course provides exposure to problem solving, sets and operations. An introduction to algebra, statistics and probability will be covered. Prerequisite: MT0001 or placement. (PT) Quarter Credit Hours 4.5

MT1020 COLLEGE ALGEBRA

The course provides students with a working knowledge of the basic elements of college algebra. Topics covered include functions, exponents and radicals, the solution of linear and quadratic equations, inequalities, matrices and systems of linear equations. Prerequisite: MT0001 or placement. (PT) Quarter Credit Hours 4.5

MT2001 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: MT1002 or MT1020 or equivalent. (PT) Quarter Credit Hours 4.5

PHILOSOPHY

(School of Arts & Sciences)

PH3020 LOGIC: CRITICAL THINKING

This course encourages students to develop a disposition to use critical thinking skills in their personal lives and careers in order to make decisions, solve problems and create new and/or original ideas. Emphasis will be placed on understanding the elements of reasoning, imposing criteria and intellectual standards upon reasoning, and assessing individual thinking processes. Quarter Credit Hours 4.5

PH3040 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

PROFESSIONAL DEVELOPMENT

(Career Development)

PD0005 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: PD1003. Quarter Credit Hours 0.5

PD0010 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. Prerequisites: PD0005, PD1003. Quarter Credit Hours 1.0

PD1003 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

PSYCHOLOGY

(School of Arts & Sciences)

PS2001 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

PS2002 ABNORMAL PSYCHOLOGY

This course examines the major theoretical approaches to mental and emotional disorders. Included are definitional criteria and current treatment programs for both children and adults. Prerequisite: PS2001.
Quarter Credit Hours 4.5

PS3001 SOCIAL PSYCHOLOGY

A study of individual behavior in relation to the social stimuli of modern life. The course involves the extension of general psychological principles and methods in the study of social behavior. Prerequisite: PS2001. (WI)
Quarter Credit Hours 4.5

RECREATION/LEISURE STUDIES

(The Hospitality College)

RL2010 LEADERSHIP IN LEISURE SETTINGS

This course will explore leadership qualities, styles, and group dynamics. Students will examine a selection of program activities and guidelines for presenting and developing them effectively. Focus will be on developing, leading and evaluating activities based upon varying participant requirements. Aspects of group facilitation, activity sequencing and debriefing will be discussed.
Quarter Credit Hours 4.5

RL2015 LEADERSHIP IN RECREATION/LEISURE SETTINGS

This course will explore leadership qualities, styles and group dynamics. Students will examine a selection of program activities and guidelines for presenting and developing them effectively. Focus will be on developing, leading and evaluating activities based on varying

participant requirements. Aspects of group facilitation, activity sequencing and debriefing will be discussed.
Quarter Credit Hours 4.5

RETAIL

(College of Business)

RT1005 RETAILING

This course is designed to introduce the student to the field of retailing. Emphasis is placed on the skills necessary to successfully open and operate a retail store in an ever-changing local and national retail environment. Basic principles of retail operations and management styles are incorporated into this course. This course is an important stepping stone towards a position in a retail executive training program.
Quarter Credit Hours 4.5

RT1010 TEXTILES

This course is an overview of the production and utilization of fibers, yarns and fabrics. Emphasis is placed on the performance of textiles for specific end uses. (PT)
Quarter Credit Hours 4.5

RT1020 THE BUSINESS OF FASHION

This introductory course is designed to increase students' powers of observation, research and analysis of fashion. Students learn the vocabulary of the field, the structure of the industry, domestic and foreign designers, and historical as well as contemporary influences on fashion. The motivations of dress, theories of fashion adoption and the fashion lifecycle are explored as sources of information to establish fashion statements and forecast fashion trends.
Quarter Credit Hours 4.5

RT1050 VISUAL MERCHANDISING

This course is an overview of the field of visual merchandising. Emphasis is placed on the importance of store image, color and composition, types of displays, and fixtures. Other topics include the use of mannequins, mannequin alternatives, signage and graphics, and floor plans.
Quarter Credit Hours 4.5

RT2020 FASHION DESIGN FOR THE APPAREL INDUSTRY

This course explores the design process to inspire creativity and develop practical skills that bring design concepts to professional renderings. Topics include basic art principles, sources of inspiration, consumer profiling, color and fabric boards, line conceptualization and fashion presentation techniques. Each student presents a collection of original designs.
Quarter Credit Hours 4.5

RT2050 FASHION PROMOTION

The theory of fashion promotion is explored as it relates to the selling of fashion merchandise to the public. This course will explore the nature of the fashion promotion industry and its use of the various media used to make the consumer aware of current trends and styles. The text addresses itself to the career-minded student who wants to be involved in the marketing, merchandising and promotion of fashion.
Quarter Credit Hours 4.5

RT2063 RETAIL INDUSTRY SEMINAR

This course is offered in three components. One component is devoted to the mathematics of merchandising with its ramifications and effects on profitability and terms of sale. The second component is presented in seminar and case study format where students explore the importance of decision making and its effects at all levels of the retail industry. Students are encouraged to examine personal and professional goals as they visit with local industry guests/hosts. Students are encouraged to network with industry speakers and begin planning career opportunities for the future. The third component is a community service learning experiential component that provides students with an opportunity to use skills acquired in their academic programs while working in local public service. Prerequisite: RT1005. (PT) (WI)
Quarter Credit Hours 4.5

RT2096 RETAIL PRACTICUM

The purpose of this course is to integrate the knowledge students have gained through academic classes with the attitudes and skills needed to apply the theory in the retail environment. A variety of environments are utilized for the retail training. Students train in areas of merchandise buying, sales management, catalog operations and inventory control. The training sites include Gladding's, a women's specialty store owned and operated by the University, and various external sites in order to provide a comparison of operational styles. The Retail Practicum is taken concurrently with RT2063. Prerequisite: RT1005. (PT)
Quarter Credit Hours 9.0

SCIENCE

(School for Arts & Sciences)

SC1015 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

SC3010 ENVIRONMENTAL SCIENCE

This course presents major scientific concepts dealing with the biological and physical nature of the world we live in. A major theme is the impact of human population and economic growth on the biodiversity and ecosystems of our planet, considering how sustainable use of the world's resources may be achieved for both developing and developed nations. Topics such as energy, air, water or resource use, land use and agriculture will be discussed.
Quarter Credit Hours 4.5

SC4L40 CRIMINALISTICS LABORATORY

This hands-on laboratory accompanies LW4040, which provides an overview of methods used to reconstruct crime scenes, gather and preserve physical evidence, and analyze collected samples. Using modern techniques such as compound high power microscopy, low power microscopy dissection, spectrophotometry, and DNA preparation and analysis, students actively participate in the examination of criminal evidence examples. Lab formats are inquiry-based and involve continuous problem solving. Prerequisite: Must be scheduled with LW4040.
Quarter Credit Hours 1.5

SOCIOLOGY

(School of Arts & Sciences)

S02001 SOCIOLOGY I

This course provides 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 paradigms.
Quarter Credit Hours 4.5

S02002 SOCIOLOGY II

This course is a continuation of Sociology I focusing on patterns of behavior or institutions that our culture has established. Emphasis is placed on studying those institutions which are essential to the survival of the individual and the group. There is no prerequisite, but S02001 is recommended.
Quarter Credit Hours 4.5

SPANISH

(School of Arts & Sciences)

SP1001 CONVERSATIONAL SPANISH I

An introduction to the Spanish language with emphasis on vocabulary acquisition, basic grammar construction and oral communication.
Quarter Credit Hours 4.5

SPORTS/ENTERTAINMENT/EVENT MANAGEMENT

(The Hospitality College)

SF1001 INTRODUCTION TO SPORTS/ENTERTAINMENT/EVENT MANAGEMENT

This course introduces students to the sports/entertainment/event management field. Emphasis is on the historical development, organizational structure and career opportunities that exist within the industry. Operational issues related to the management of events and facilities such as arenas, convention centers, performing arts centers and stadiums will also be discussed.
Quarter Credit Hours 4.5

SF1011 GOLF FUNDAMENTALS I: THE BASICS OF THE SHORT GAME

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of the short game, including basic skills, analysis and etiquette.
Quarter Credit Hours 1.5

**SF1012 GOLF FUNDAMENTALS II:
CHIPPING AND PUTTING**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of chipping and putting.

Quarter Credit Hours 1.5

**SF1013 GOLF FUNDAMENTALS III:
TROUBLE SHOTS**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of executing trouble shots.

Quarter Credit Hours 1.5

SF2010 FACILITIES MANAGEMENT

This course introduces students to the functions, procedures and systems necessary to plan, develop, operate and maintain indoor/outdoor sport and recreation facility environments. Emphasis is on the importance of the facility manager's role in maintaining the physical plant and grounds for maximum safety, comfort and profitability. Prerequisite: SF1001 or RL1001 or HM1001 or TT1001. (PT)

Quarter Credit Hours 4.5

**SF2011 GOLF FUNDAMENTALS IV:
SHORT IRON PLAY**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of short iron play.

Quarter Credit Hours 1.5

**SF2012 GOLF FUNDAMENTALS V:
MIDDLE IRON PLAY**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of middle iron play.

Quarter Credit Hours 1.5

**SF2013 GOLF FUNDAMENTALS VI:
LONG IRON PLAY**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of long iron play.

Quarter Credit Hours 1.5

SF2020 EVENT MANAGEMENT

This course introduces students to the methods and techniques utilized in planning, organizing, promoting and delivering major events and the role of events in generating a tourist market. (PT)

Quarter Credit Hours 4.5

SF3010 TICKET SALES AND OPERATIONS

This course introduces students to the ticketing operation of a major facility. The course concentrates on the sales, marketing and merchandising of the facilities inventory. Emphasis is placed on day-to-day management procedures and the technology utilized to control this box office inventory. Prerequisites: FM2026, SF2010. (PT)

Quarter Credit Hours 4.5

**SF3011 GOLF FUNDAMENTALS VII:
FAIRWAY WOODS**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of fairway woods play.

Quarter Credit Hours 1.5

**SF3012 GOLF FUNDAMENTALS VIII:
DRIVING FOR DISTANCE AND ACCURACY**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of driving for distance and accuracy.

Quarter Credit Hours 1.5

**SF3013 GOLF FUNDAMENTALS IX:
MANAGING YOUR GAME**

This course provides students with the opportunity to develop his/her personal golf game through a combination of classroom learning and course/learning centered play. Emphasis is on the fundamentals of managing your golf game.

Quarter Credit Hours 1.5

**SF3030 ATHLETIC COACHING
AND ADMINISTRATION**

This course focuses on understanding basic coaching/administrative principles and philosophies for sports and athletics. It emphasizes the interscholastic and intercollegiate experiences. Students explore a wide range of topics related to the current issues and trends in athletic coaching and administration.

Prerequisite: LD2001.

Quarter Credit Hours 4.5

SF3045 MEDIA RELATIONS

This upper-level course develops the skills necessary to proactively interact with the mass communication media. Case studies will be utilized in a laboratory environment. Emphasis will be placed on the ethical responsibilities of a spokesperson and the experience needed to relate to the communication media in a variety of situations. Prerequisites: EN1021, EN1030.

Quarter Credit Hours 4.5

**SF3050 SPORTS/ENTERTAINMENT/EVENT
MARKETING**

The course exposes students to fundamental marketing concepts in the sports industry. It defines various sports products, consumer markets and strategic market planning. Major topics covered include promotions, public relations, market research and sponsorships.

Prerequisite: MT2001.

Quarter Credit Hours 4.5

**SF3070 CONTEMPORARY ISSUES IN THE
SPORTS/ENTERTAINMENT/EVENT INDUSTRY**

This course identifies current trends and issues, and examines how they affect the management and operation of sports/entertainment/event entities. Students focus their study on the interdependence of sports, entertainment and events within the hospitality industry as a whole. Prerequisites: HM3080, SF2010, SF2020.

Quarter Credit Hours 4.5

SF3080 GOLF OPERATIONS MANAGEMENT

This course introduces students to the role of management in golf facilities operations. Emphasis is on the administration of course procedures, tee times and retail space. Pro shop operations and the impact on customer and player relations is analyzed. Player performance analysis and instructional methodology is also discussed. Prerequisites: HM3050, SF3070. Quarter Credit Hours 4.5

SF3085 TURFGRASS MANAGEMENT

This course introduces students to the management of golf course turfgrass and landscaping. Emphasis is on the ecology of turf, maintenance operations, irrigation, and the equipment necessary for course care. Pest and weed control management, chemical handling, and the environmental impact of golf are also discussed. Prerequisite: SF3070. Quarter Credit Hours 4.5

SF3090 GOLF COURSE DESIGN AND CONSTRUCTION

This course introduces students to the principles and techniques of golf course design and development. Emphasis is on the interconnections between the golf architect, player, environment, and the economics of course development and renovation. Historical perspectives, rules and construction sequencing are also discussed. Prerequisite: SF3070. Quarter Credit Hours 4.5

SF4050 PUBLIC ASSEMBLY FACILITY MANAGEMENT

This course integrates the various operational functions of public assembly facilities. Students focus on advanced management principles, practices and methods. Prerequisites: HM3050, SF3070. Quarter Credit Hours 4.5

SF4060 RECREATION/LEISURE MANAGEMENT SEMINAR

This senior-level course is designed to provide insight into the policy formulation and strategic management of recreation/leisure and sports/entertainment/event services. Utilizing case studies, realism is introduced into the classroom, improving the critical thinking and decision-making abilities of the student. Prerequisites: MG3020 and either HM3050 or MK1001. (PT) Quarter Credit Hours 4.5

SF4099 SPORTS/ENTERTAINMENT/EVENT MANAGEMENT EXTERNSHIP

This senior-level course provides the opportunity for the application of acquired skills and knowledge in a supervised sports/entertainment/event-related industry setting. Prerequisite: SF4050. Quarter Credit Hours 13.5

TECHNICAL SCIENCE

(School of Technology)

TS1000 INTRODUCTION TO COMPUTERS

This course provides students with the basic understanding of computer equipment and procedures that the student encounters. Students gain practical knowledge of computing with hands-on use of word processing and the Internet. (PT) Quarter Credit Hours 4.5

TS1010 MICROCOMPUTER APPLICATIONS

This "smart classroom" course presents microcomputer topics selected on the basis of local market demand. The computer topics of spreadsheet, database, and presentation graphics are delivered in "smart" classrooms that have computers for demonstration purposes. Students gain a level of comfort with the procedures and learn about their requirements and capabilities through the completion of out-of-class assignments. Prerequisite: TS1000 or equivalent. (PT) Quarter Credit Hours 4.5

TRAVEL/TOURISM

(The Hospitality College)

TT1001 INTRODUCTION TO TRAVEL-TOURISM

This introductory course focuses on industry terminology and careers through a study of travel components which include: retail and wholesale agencies, tour management, customer relations, marketing and sales, as well as hotel, cruise, airline and resort related travel opportunities. Quarter Credit Hours 4.5

TT1010 DESTINATION GEOGRAPHY I

An introductory course designed to acquaint the student with important destinations in the U.S., Canada, Mexico, South America and the Caribbean. The emphasis of the course discusses cultural, recreational and social significance to the traveler. Quarter Credit Hours 4.5

TT1011 DESTINATION GEOGRAPHY II

In addition to significant destinations and attractions in Europe, Asia and Africa, this course stresses more the cultural values related to international travel and the significance of travel to the international economy. Quarter Credit Hours 4.5

TT1025 TRAVEL SERVICE MANAGEMENT

This course acquaints students with the principles of management as they relate to the travel industry. Students identify management techniques and analyze their effects on the organization and its employees. Prerequisite: TT1001. (PT) Quarter Credit Hours 4.5

TT1035 TRAVEL INFORMATION SYSTEMS

This course provides a comprehensive, hands-on system learning experience. Students become proficient in the use of current Airline Reporting Corporation (ARC) documentation, simulated CRS systems, Internet resources, as well as other technologies used for the management of related travel services. Students are able to understand the technological interactions within a Global Distribution System (GDS). Prerequisites: TT1001 and either TT1010 or TT1011. Quarter Credit Hours 4.5

TT2040 TRAVEL SALES MANAGEMENT

This course emphasizes service as an integral part of the selling process. The reciprocal relationship between selling and service is presented within the context of the total travel sales effort. Prerequisite: TT1001 (WI) Quarter Credit Hours 4.5

TT2099 TRAVEL CENTER PRACTICUM

The travel practicum affords the student the opportunity to combine previous academic courses with a practical approach to various travel operations. Students receive hands-on experience while on rotation through such sites as the Miami airport, local convention and visitor bureaus, an international tour operation and cruise lines. Academic emphasis is placed on career responsibilities, budgeting, research, marketing, sales and promotion, as well as the use of communication systems. Students are required to plan and carry out a familiarization tour. Prerequisite: TT1035. (PT)
Quarter Credit Hours 13.5

TT3050 MANAGING NEGOTIATIONS IN THE SERVICE INDUSTRY

This intermediate-level course explores a variety of travel and tourism negotiations and interactions ranging from cooperative to competitive, two-person to large-group negotiations, as well as equal and unequal power positions. It offers the skills necessary to recognize situations, within the travel-tourism industry, which call for bargaining. The process involved in negotiations is discussed, and how to analyze, plan and carry out a successful negotiation. Prerequisite: Junior status. (PT)
Quarter Credit Hours 4.5

TT3080 DYNAMICS OF THE CRUISE INDUSTRY

This course acquaints students with the modern cruise line industry. Students identify the role of cruise lines in the travel and tourism industry, develop a detailed foundation and knowledge of the various cruise line products and destinations, understand the various career opportunities available, as well as recognize how to sell a cruise. Ship inspections are offered during the course.
Quarter Credit Hours 4.5

TT3081 CRUISE OPERATIONS

This course presents a survey of both onboard and shoreside cruise operations. Examination of onboard activities include embarkation/debarkation, hotel staff, entertainment, shore excursions, security, etc. Shoreside operations include reservations, air/sea, finance, purchasing, itinerary development, legal, human resources, etc. The process of how cruise lines negotiate with various outside vendors and agents is also examined. Prerequisite: TT3080.
Quarter Credit Hours 4.5

TT3082 CRUISE MARKETING AND SALES

This course deals with the broad scope of marketing a cruise line product. Emphasis is placed on the analysis, structure and the strategies of the cruise marketing department. Various promotional activities are examined including TV, radio and print advertising as well as direct mail, the Internet and the retail travel agency distribution system. Students have an opportunity to visit and meet with cruise line marketing and sales departments. Prerequisite: TT3080.
Quarter Credit Hours 4.5

TT4010 TOURISM ECONOMICS

This upper-level course explores the role of economics in tourism development. Macroeconomic and micro-economic theory are applied to problems of community resource allocation. Particular attention is paid to the problems of multiple use of community resources and to the conflicts between private and public goals. Prerequisite: HM3025 or TT3010.
Quarter Credit Hours 4.5

TT4011 DESTINATION MANAGEMENT ORGANIZATION

This course integrates the administrative functions of a destination management or marketing organization (DMO). The interrelationships of operations, marketing and finance are analyzed and evaluated. A directed work project may be an integral part of this course. Prerequisite: HM3050 or MK1001. (WI)
Quarter Credit Hours 4.5

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Index

A

Absences	27, 41
Academic Achievement	40
Academic Appeal Procedure	45
Academic Calendar	3
Academic Dismissal	43
Academic Functions	48
Academic Honor Societies	47
Academic Information	41
Academic Probation	44
Academic Qualifications	18
Academic Records	19
Academic Standing	44
ACCESS	19, 29
Accident Insurance	30
Accounting	57
Accounting Course Descriptions.....	90
Accreditation & Affiliations	5
Activities and Facilities Scheduling	53
Additional Campuses	14
Adjunct Faculty Directory	112
Administrative Staff Directory Listing	110
Admissions Decision	19
Airport	27
Alcohol on Campus	26
Alpha Beta Gamma (National Honor Society) Scholarship ..	36
Alpha Beta Kappa	47
American Hotel Foundation Scholarship ..	39
Annual Payments	30
Anti-Hazing Policy	53
Application Fee	18
Application of Standards	45
Application Procedure	18
Applying for Admission	18
Articulation Agreements	23
Attendance	41
Audit (AU).....	42
Authorized Absence	42
Awards	48

B

Baking & Pastry Arts	60
Baking & Pastry Arts Course Descriptions ..	91
Banks, Area	26
Banking, Personal.....	26
Billing	29
Board of Trustees Directory Listing	110
Books and Supplies	30
Broward County B.R.A.C.E. Scholarship	39
Bus Stations	27
Business Program.....	9
Business Course Descriptions	92
Business Administration	62
Business Professionals of America (BPA Scholarship)	36

C

Calendar, Academic	3
Campus, The	13
Cancellation Policy	45
Career Counseling	49
Career Day.....	49
Career Development Office	49
Career Explorations Scholarship	36
Career Planning & Placement	49
Career through Culinary Arts Programs (C-CAP)	36
Cars	28
Catholic Youth Organization/Youth Ministry (CYO) Scholarship	36
Chancellor Scholarship	36
Charleston, S.C. Campus	12, 15
Charter	5, 12
Class Schedules	41
CLEP Examination	20
Clothing	25
Clubs and Organizations	53
College Association Program (CAP) of Dade County	39
College-Level Examination Program	20
Collegiate Academic Scholarship	36
Collegiate Ambassador Team (CAT)	54
Commencement	3, 46, 48
Committee on Academic Standing	41, 44
Commonly-Asked Questions	25
Community Leadership Scholarship	36
Concentrations	46, 85
Conditional Acceptance Policy	20
Continuation as a Non-Regular Student	44
Continuing Education	12
Cooperative Education	5, 10, 16, 49, 92
Counseling	49, 50
Course Cancellation Policy	45

Course Descriptions	89
Course Repetitions and Incompletes	45
Credit by Examination (CX)	42
Credit for College Programs	23
Criminal Justice	63
Cruise Lines	86
Culinary Arts	65, 92
Culinary Arts Bachelor of Science Degree.....	66
Culinary Arts Internships	10
Culinary International Exchange	65
Curfew	26
Curriculum	10,57

D

Deadline for Submitting Applications	18
Dean's List	46
DECA Scholarship	36
Declaration and Certification of Financial Support	21
Delta Epsilon Chi	54
Denver, Colorado Campus	16
Departmental Challenge Examinations	20
Deposits and Other Fees	19, 29
Diet	26
Dining Centers	26
Disabled Students	50
Dismissal	43
Directory	110
Distinguished Visiting Chef Scholarship	38
Distinguished Visiting Professor Scholarship	36
Dollars for Scholars	40

E

Early Admissions	19
Economics Course Descriptions.....	94
Education for Careers	8
Education for Life	9
Educational Expenses	32
Educational Foundation of the National Restaurant Association.....	40
Ellsworth M. Statler Scholarship	38
Employee Tuition Scholarship	36
Employment Opportunities	32, 34, 49, 51
English Course Descriptions	95
English Language Institute	51
Extension Courses	29
Extenuating Circumstances	27, 42
Externships	8,10

F

Faculty Directory Listing	112
Faculty Scholarship	36
Familiarization (FAM) Tours	11
Family, Career and Community Leaders of America (FCCLA) Scholarship	37
Fashion Internship	10
Fashion Merchandising	68

FAST Program	23
Federal College Work-Study Program (CWS).....	34
Federal Income Tax Returns	32
Federal Parent Loan Program for Undergraduate Students (PLUS)	35
Federal Pell Grant	34
Federal Perkins Loans	34
Federal Subsidized Stafford Loan	34
Federal Supplemental Educational Opportunity Grant	34
Federal Unsubsidized Stafford Loan	35
Feinstein Graduate School	17
Financial Aid Information	32
Financial Obligations	31
Financial Services Management Course Descriptions	95
Financing Your Education	29
Florida Association of Post-Secondary Schools and Colleges (FAPSC) Scholarship	40
Florida Bright Futures Scholarship Program/ Florida Merit Scholars Awards/ Florida Vocational Gold Seal Endorsement Scholarship	40
Florida Refund Policy.....	30
Florida Student Assistance Grant	39
Food & Beverage Management	69
Food Service Management	71, 96
Food Service	9
Form I-20	21
Four-Day Week	10
Free Application for Federal Student Aid (FAFSA)	32
French Course Descriptions.....	97
Friday Classes	3
Full-Time Status	29, 46
Future Business Leaders of America (FBLA) Scholarship	37
Future Farmers of America Scholarship	37

G

Gaebe Eagle Scout Award	37
General Fee	29
Golden Quill Honor Society	47
Golf Management	86
Good Standing	31, 42
Gothenburg, Sweden Campus	17
GPA Required for Graduation	46
Grade Pending (GP)	42
Grade Point Averages	43, 44
Grade Reports	41
Grading System	41
Graduate School.....	17
Graduation Requirements	46
Greyhound Bus Lines	27
Group Tutoring	49
Guaranteed Tuition Plan	29
Guests, Overnight	26

H

Hands-On Learning	10
Hazing	53
Health Services	28, 50
High School Transcript	18
Hillel	54
History Course Descriptions	97
Honor Societies, Academic	47
Honors	46
Hospitality College	86
Hospitality Management	73, 98
Hospitals, Local	28
Hotel Management	11, 75
Hotel Internship	10

I

IHM Business School	12, 17
Immunization Information	51
Incomplete	41, 42
Independent Students	31
International Admissions Office	21
International Association of Culinary Professionals Foundation Scholarship (IACP)	40
International Baccalaureate	22
International Business Course Descriptions	99
International Food Service Executives Association (IFSEA)	40
International Student Application for Admission	21
International Student Services	51
International Students	21, 22
International Transfer Admissions	22
Internship	10
Intramural Sports	56
Invoice	30

J

J&W International Association of Culinary Professionals Foundation Scholarship (IACP)	40
Johnson & Wales Difference, The	9
Junior Achievement (JA)	37

L

Laundry Facilities	25, 51
Law Course Descriptions	99
Leadership Studies	85, 101
Learning by Doing	10
Leaves of Absence	45
Legislative Charter	12
Literature Course Descriptions	101
Loans	34
Local Hospitals	28

M

Management	77, 101
Marketing	79, 103
Master of Arts in Teaching	17
Master of Business Administration	17
Math Placement	20
Mathematics Course Descriptions	104
Maximum Program Length	43
Meals	26
Members of the Corporation	111
Minimum Academic Achievement	43
Mission Statement	8
Mitigating Circumstances	45
Monthly Payments	30

N

National High School Recipe Contest	37
Norfolk, Virginia	16
North Miami Campus	13
North Miami, Florida	13
Notice of Nondiscrimination	48
NSO Representatives	55

O

Office of Student Activities	53
Officers of the Corporation	110
Official Notice of Withdrawal	31
On-Campus Employment	51
Orientation	51
Orientation Fee	29
Outcomes Assessment	8
Outstanding Student Leader of the Year Competition	37
Overnight Guests	26

P

Parent Loan Program for Undergraduate Students, Federal	35
Parking	13, 28, 51
Pass/Fail	45
Payment Options	30
Peer Tutoring	49, 50
Pell Grant, Federal	34
Personal Banking	26
Personal Counseling	49
Phi Theta Kappa (National Honor Society) Scholarship	37
Philosophy Course Descriptions	104
Philosophy of Career Education	9
Placement Tests	20
Practicum	10, 11
President's Award	48
Presidential Academic Scholarship	38
Previous Academic and/or Work Experience	19
Prior Learning Assessment	20, 42, 43
Probation	44

Professional Development	
Course Descriptions	104
Professional Licensing Examinations	46
Proficiency Credit (P)	42
Programs of Study	57
Pro-Start Scholarship	38
Providence, R.I.	14
Psychology Course Descriptions.....	104
Public Transportation	27
Purposes of the University	8

Q

Quality Points	41
Questions & Answers	25
Quiet Hours	26

R

Recreation/Leisure Studies	
Course Descriptions	104
Recreational Programs	55
Refrigerators	26
Refund Policies	30
Regional Admissions Representatives	23
Registration	3
Reinstatement as a Regular Student	45
Religious Observance,	
Missing Class Due to	27
Remedial Courses	45
Reservation Deposit	19, 25, 29
Residence Hall Deposit	29
Residency Requirement	46
Resident Assistants	52
Resident Assistant Program	40
Residential Life	51
Restaurant Management	81
Retail Course Descriptions	104
Rhode Island State Scholarship	
& Grant Program	39
Room & Board	29, 31
Roommate Requests	25

S

Satisfactory Academic Progress	43
Science Course Descriptions	106
Secondary School Record	18
Security on Campus	26
Security, Residence Hall	52
Security Statement	52
Selective Career Co-ops	10
Sickness	28
Silver Key Honor Society	47
Size of Your Room	25
Skills USA-VICA	38
Sociology Course Descriptions.....	106
Solt Community Service Award	48
Spanish Course Descriptions.....	106
Special Menus	26
Special Needs Students	10, 50

Special Programs (SHARP)	47
Specialized Programs	9
Sports/Entertainment/	
Event Management	82
Sports/Entertainment/Event Management	
Course Descriptions	106
Stafford Loans	34, 35
Standardized Testing after Admission	20
Starting a New Club	53
Student Activities	53
Student Assistant Employment Program	40
Student Clubs and Organizations	53
Student Handbook	1, 41
Student Health Insurance	29, 30
Student Organization Space,	
Work Area and Office Use	53
Student Services	49
Student Success	10, 49, 108
Subsidized Stafford Loan, Federal	34
Successful Course Completion	44
Superior Academic Achievement	48
Supplemental Educational	
Opportunity Grant, Federal	34
Supplies.....	30
Support Groups	49
Summer Work Experience Program	
(SWEP) Scholarship	38
Suspension	44
SWEP	49

T

Tax and Immigration Seminars.....	51
Technical Science Course Descriptions	108
Technical Standards	87
Technology Students Association (TSA)	
Scholarship	38
Term Payments.....	30
Termination	43
Test Of English as a	
Foreign Language (TOEFL)	21, 22, 23
Testing Policies	20
Three-term Schedule	10
Transcripts	19, 29
Transfer & Career Prerequisites	46
Transfer Credit	19
Transfer Scholarship	39
Transfer Students	19
Transportation, Public	27
Travel-Tourism Management	84
Travel-Tourism Course Descriptions	108
Travel-Tourism Practicum	11
Trustees Award	48
Trustees Directory	110
Tuition & Fees	29
Tuition Exchange Scholarship	38
Tuition Reservation Deposit	19
Tutorial Assistance	50
Tutoring	49, 50
Two-Plus-Two Programs	4

U

Uniforms	13
Unit of Credit	46
University Academic Directory Listing	112
University Administration	
Directory Listing	115
University Attendance Policy	27
University Directory	110
University History	12
University Withdrawal Credit Policy	31
Unsubsidized Stafford Loan	35
Upside-Down Curriculum	10

V

Varsity Sports	56
Veterans	44
Virginia Campus	16
Visitors to the Residence Hall	26

W

Who's Who	48
Withdrawal (W)	42
Withdrawal/Pass (W/P)	42
Withdrawal Credit Policy	31
Work Programs	40
Work-Study, Federal College	34



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