



Apprenticeship Application

Chef Apprenticeship Program at El Centro College

Last Name _____ First Name _____ Initial _____

Mailing Address _____

City _____ State _____ Zip _____ Phone _____

Email _____ El Centro Student ID # _____

Education

High School Name _____ City/State _____ Year _____

List any schools, colleges or universities attended since leaving high school.

Name of Institution	City/State	Attendance Dates	Degree or Certificate
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Name of Institution	City/State	Attendance Dates	Degree or Certificate
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Did you participate in any clubs, organizations or other activities that may be pertinent to the committee?

Career Objective

What are your plans/goals upon completion of this program? _____



Apprenticeship Application (cont.)

Other required attachments:

1. Resume with Work Experience and Job History
2. Transcript: High school transcript (official copy) must accompany this application unless you have more than 15 hours of college credit in which case you must submit an official copy of your college transcript(s).
3. Eligibility to work in the U.S.A.: Please submit USCIS Form I-9 along with copies of supporting documents.
4. Two reference letters addressing two of the three following attributes; (1) character, (2) work habits and/or (3) previous related work experience.
5. 300 word essay: Why I want to become a chef.

Mail this completed application along with **ALL** required attachments to:

El Centro College Food & Hospitality Institute
Attn: Jim Knifong, Apprenticeship Coordinator
801 Main Street
Dallas, TX 75202

or email to james.knifong@dcccd.edu

A personal interview will be scheduled with the Chef Apprenticeship Committee. Your application will not be considered unless it is completed in full and is accompanied by all required attachments. You will be notified by email, phone call or letter of the interview date, time and location and you must respond as directed in that communication to secure your appointment. The interview is required to be considered for the Chef Apprenticeship Program.

The undersigned attests that all information stated in this application is true, correct and complete and I give El Centro College permission to share this information with prospective employers and members of the Chef Apprenticeship Committee.

Applicant's Signature

Date

Questions, comments or concerns please contact Jim Knifong at james.knifong@dcccd.edu or 214-860-2172.

DO NOT WRITE BELOW THIS SPACE

Date application received _____ by _____

Date applicant notified _____ Date of Interview _____ Time _____ Location _____



FACT SHEET

Chef Apprenticeship Program at El Centro College

What is it?

The Chef Apprenticeship Training Program is an on-the-job training program whereby an individual (the apprentice) contracts with a qualified culinary facility such as a hotel, restaurant, country club, hospital, etc. (known as a sponsoring house) to be employed and trained for 6,000 hours based on the training program devised by the US Department of Labor and the American Culinary Federation. At the same time the individual is enrolled at El Centro College and must complete an Associate of Applied Science degree in either Culinary Arts or Bakery/Pastry. The US Department of Labor registers this program as a recognized apprenticeship training program. The duration of the program is a minimum of 6,000 hours. The US Department of Labor monitors the progress of each apprentice during training.

Who is the Apprentice?

Any individual who is 18 years of age, who holds a high school diploma or the equivalent and who is eligible to work in the USA. If accepted by the facility he/she becomes a full-time employee at the facility.

Other requirements

Individuals must have an El Centro College student identification number, and meet all admissions testing requirements for the Food & Hospitality Institute culinary arts and bakery/pastry degree plans, in order to apply to the program. Once accepted the individual must be interviewed by a sponsoring house/supervising chef and meet all the employment requirements of the facility.

What is a Qualified Culinary Facility?

A qualified culinary facility for the purposes of the Chef Apprenticeship Program is a facility that meets the following requirements:

- a. Employs as its executive chef (supervising chef) an individual who has or is eligible for one of the following qualifications: CCC, CEC, CMC, CEPC or holds an Associates or Bachelor degree or higher in culinary arts or related studies from an accredited college/university in the USA.
- b. Offers full service menu with at least 51% of the items are prepared from scratch.
- c. Serves at least two of the following meal periods/experiences: breakfast, lunch, dinner, banquets and/or off-premise catering.
- d. Is recognized as a legal entity by the State of Texas and the United States government.
- e. Provides full-time employment for the apprentice. This is usually between 30-40 hours each week.

What is the Culinary Arts Instruction?

El Centro College will provide the related instruction according to the Standards of Apprenticeship document approved by the US Department of Labor. This includes 3-4 classes each fall and spring and 2-3 classes each summer. All courses

apply to either the culinary arts or bakery/pastry Associates of Applied Science degrees. There are several practicum and coop classes beyond the degree plans which are required for apprentices.

Are the apprentices paid?

Apprentices are paid the rate set by the Chef Apprenticeship Committee and El Centro College and approved by the US DOL. That rate is currently \$9.25 per hour. Sponsoring houses may pay more according to their staffing and HR policies. The Standards of Apprenticeship provide for annual pay increases according to the published schedule. Employers may offer other pay raises according to their policies and procedures.

When do apprentices go to school?

The supervising chef and the apprentice will agree on a schedule for classroom instruction each semester. Apprentices will register for the agreed upon classes and the supervising chef will ensure the apprentice's work schedule is adjusted accordingly to allow for regular attendance. During fall and spring semesters classroom courses meet for 3 hours one day each week and lab courses meet for 6 hours each week (usually 3 hours per day for two days in a row). The class schedule for summer semester is more intensive due to the shortened semesters.

Each apprentice must complete all course requirements for the respective degree they are seeking for successful completion of this apprenticeship.

Who pays for the classroom instruction?

The apprentice is responsible for all expenses while attending El Centro College. However, many companies offer tuition reimbursement plans and other programs as a part of their benefit packages for full time employees. Furthermore, there are many scholarships available to students in the Food & Hospitality Institute at El Centro College.

What happens if an apprentice drops out of El Centro College?

If an apprentice drops out of El Centro College then he or she is automatically dropped from the apprenticeship program. He or she may apply to the Apprenticeship Committee for reinstatement at a later date.

What happens if an apprentice quits the job at their Sponsoring House?

If an apprentice quits their job then he or she is automatically dropped from the apprenticeship program. He or she may apply to the Apprenticeship Committee for reinstatement at a later date.

What happens at the end of training?

Upon successful completion of 6,000 hours of on-the-job training as well as completion of all required El Centro courses and receipt of the Associates of Applied Science degree apprentices will receive the Certificate of Completion of Apprenticeship from the United States Department of Labor. In addition, apprentices are eligible to apply for certification as a Certified Sous Chef or Certified Working Pastry Chef (depending on your documented job experience) from the American Culinary Federation.

Questions or concerns?

contact: Jim Knifong CEC
Apprenticeship Coordinator, Food & Hospitality Institute

email: james.knifong@dccc.edu

phone: 214-860-2172



Chef Apprenticeship Program at El Centro College
Current Sponsoring Houses and Chefs as of December 17, 2015

Sheraton Dallas

Executive Chef Stuart Race

Benchmark Hospitality at Deloitte University

Food & Beverage Director Chef Mike Jackson

The Joule Hotel Dallas

Pastry Chef Ruben Torenio

Kent Rathbun Concepts - Abacus / Jaspers

Executive Chef Kent Rathbun

The W Hotel – Dallas

Executive Chef Peter Andino

Magnolia Hotel Dallas

Executive Chef Douwe Iedema

Children's Medical Center

Director of Operations Chef Robert Gillentine

Brook Hollow Golf Club

Executive Chef David Sokol

Four Seasons Resort and Club

Executive Chef Christof Syre

Gaylord Texas Resort

Food and Beverage Director, Chef Mark Beaupre

Fairmont Hotel

Executive Chef Brian Armstrong

Grand Hyatt DFW

Executive Chef Jean-Claude Plihon

Hyatt Regency Dallas

Executive Chef Hermann Hiemeyer

Smoke

Executive Chef Tim Byres

UTD Chartwells

Executive Chef Gene Christiano



El Centro College

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



Culinary Arts Degree Plan Information

Chef Apprenticeship Program at El Centro College

YEAR ONE - SEMESTER I

CHEF 1305 - Sanitation and Safety

ENGL 1301 – Composition I

MATH 1314/1316/1324/1325/1332/1330/2342

CHEF 1264 - Practicum (or Field Experience) - Culinary Arts / Chef Training

YEAR ONE - SEMESTER II

CHEF 1301 - Basic Food Preparation

PSTR 1301 - Fundamentals of Baking

CHEF 1364 - Practicum (or Field Experience) - Culinary Arts / Chef Training

YEAR ONE – SUMMER

CHEF 2331 - Advanced Food Preparation

SPCH 1311/1315/1321

Humanities/Fine Arts elective

YEAR TWO - SEMESTER I

CHEF 1441/1445 - American Regional Cuisine/International Cuisine

HAMG 2301 – Principles of Food and Beverage Operations

CHEF 2264 - Practicum (or Field Experience) - Culinary Arts / Chef Training

YEAR TWO - SEMESTER II

RSTO 1325 - Purchasing for Hospitality Operations

RSTO 1313 – Hospitality Supervision

CHEF 2364 - Practicum (or Field Experience) - Culinary Arts / Chef Training

YEAR TWO - SUMMER

PSYC 2301/SOCI 1301 - General Psychology/Intro to Sociology

CHEF2302 - Saucier

YEAR THREE - SEMESTER I

RSTO 2301 - Principles of Food and Beverage Cost Controls

RSTO 1304 - Dining Room Service

RSTO 1380 – Cooperative Education (Restaurant, Culinary and Catering Management)

YEAR THREE - SEMESTER II

IFWA 1318 - Nutrition for the Food Service Professional

CHEF 1310 - Garde Manger

RSTO 2380 - Cooperative Education (Restaurant, Culinary and Catering Management)



Work Process Schedule Information

Chef Apprenticeship Program at El Centro College

<u>Station</u>	<u>Number of Hours</u>
1. Steward	160
2. Breakfast Cook	320
3. Vegetable, Starch, Pasta / Prep Cook	960
4. Fabrication	280
5. Broiler / Char Grill	800
6. Soups and Sauces	760
7. Pantry and Cold Food	960
8. Cooking Techniques	1,200
9. Baking and Pastry	320
10. Supervisory Development	<u>240</u>
Total Hours	6,000



Pastry Arts Degree Plan Information

Pastry Chef Apprenticeship Program at El Centro College

YEAR ONE - SEMESTER I

RSTO 1313 – Hospitality Supervision

CHEF 1305 - Sanitation and Safety

PSTR 1264 - Practicum (or Field Experience) - Baking and Pastry Arts/Baker/Pastry Chef

MATH 1314/1316/1324/1325/1332/1330/2342

YEAR ONE - SEMESTER II

PSTR 1301 - Fundamentals of Baking

PSTR 1206 – Cake Decorating I

PSTR 1364 - Practicum (or Field Experience) – Baking & Pastry Arts/Baker/Pastry Chef

ENGL 1301 – Composition I

YEAR ONE – SUMMER

SPCH 1311/1315/1321

YEAR TWO - SEMESTER I

PSTR 2331 - Advanced Pastry Shop

PSTR 1343 – Bakery Operations and Management

PSTR 1305 – Breads and Rolls

PSTR 2264 - Practicum (or Field Experience) - Baking and Pastry Arts/Baker/Pastry Chef

YEAR TWO - SEMESTER II

CHEF 1301 - Basic Food Preparation

PSTR 1442 – Quantity Bakeshop Production

PSTR 2364 - Practicum (or Field Experience) - Baking and Pastry Arts/Baker/Pastry Chef

YEAR TWO - SUMMER

PSYC 2301 - General Psychology **or**

SOCI 1301 – Introduction to Sociology

YEAR THREE - SEMESTER I

CHEF 2331 - Advanced Food Preparation

RSTO 1380 – Cooperative Education (Restaurant, Culinary and Catering Management)

++Humanities/Fine Arts Elective

YEAR THREE - SEMESTER II

+ Bakery/Pastry Elective

PSTR 1310 – Pies, Tarts, Teacakes and Cookies

RSTO 2380 - Cooperative Education (Restaurant, Culinary and Catering Management)



Work Process Schedule Information

Pastry Chef Apprenticeship Program at El Centro College

<u>Station</u>	<u>Number of Hours</u>
1. Pastry/Bake Shop Orientation	240
2. Product Identification & Knowledge	480
3. Purchasing & Receiving	180
4. Presentation & Display	480
5. Baking Production-Breads	480
6. Pastry Production-Dough	840
7. Pastry Production-Fillings, Toppings, ect.	840
8. Pastry Production-Frozen Desserts	540
9. Cake Decorating & Finishing	540
10.Confectionary-Chocolate & Candy Prep	540
11.Showpiece Production-Sugar Pastille	360
12.Related Kitchen Production	240
13.Supervisory Development	<u>240</u>
Total Hours	6,000



Chef Apprenticeship Program at El Centro College

Tuition Costs and Apprentice Wages

Dallas County Residents

\$59 per credit hour

72 credit hours x \$59 = \$4,248

Out of County Residents

\$111 per credit hour

72 credit hours x \$111 = \$7,992

Out of State Residents

\$174 per credit hour

72 credit hours x \$174 = \$12,528

Apprentice Wages

Minimum apprentice wage \$9.25

6,000 hours x \$9.25 = \$55,500

*The AAS in Culinary Arts & AAS in Pastry Arts consists of 60 credit hours. The Department of Labor Apprenticeship program requires an additional 12 hours of apprentice practicums and coops.



El Centro College
Food & Hospitality Institute
Chef Apprenticeship Enrollment Steps

1. Apply to El Centro College and complete all necessary assessment tests.
2. Upon acceptance to El Centro College you will be given a student identification number. You may now apply to the Chef Apprenticeship program.
3. Complete the application for apprenticeship, essay, letters of recommendation, transcripts and then you will receive a personal interview date.
4. Register for classes at the appropriate time. You should follow the recommended apprentice degree plan. If accepted into the program, and once you have secured employment, you will be placed in the appropriate apprentice practicum by the Apprenticeship Coordinator.
5. After your interview you will be notified by e-mail or letter if you have been provisionally accepted into the Apprenticeship Program.
6. If accepted you will need to pay \$460.00 in fees which includes ACF apprenticeship registration \$125.00, your student log book, three-year membership to the American Culinary Federation \$275.00 and three-year junior membership to the Texas Chefs Association \$60.00.
7. After the fees are paid you will receive instructions to contact the supervising chef at a Sponsoring House(s) recommended by the Apprenticeship Committee so that you may apply for employment at their property.
8. A supervising chef will make the decision to hire you or not. Once this decision has been reached you are to notify the Apprenticeship Coordinator of your status. Once hired you will be officially enrolled in the Apprenticeship program.

All these activities should take place prior to each fall and spring semesters at El Centro College. Information sessions about the Apprenticeship Program are held at least 15 times each calendar year and dates are posted in the Food & Hospitality Institute website.

Questions or concerns?

contact: Jim Knifong CEC
Apprenticeship Coordinator, Food & Hospitality Institute

email: james.knifong@dcccd.edu

phone: 214-860-2172



Chef Apprenticeship Program at El Centro College

Words of Wisdom from an Award Winning Pastry Chef

Culinary education is far more than book and classroom work; it must be comprised of technique honed with repetition, production and speed under the guidance of a trained and established chef. Apprenticeship immerses a student in real world instruction, in real time, engaging, them in the financial considerations, high sanitation standards, and personnel management needed to take them to a place beyond working the line. A culinary education including apprenticeship opens the door to the possibilities of rapid movement to higher management and supervisory positions, achievement in competition and success in ownership for students hungry for a more well-rounded approach to their career.

- Chef Michele Brown, Executive Pastry Chef, Brook Hollow Golf Club

Why Apprenticeship?...from a Retired European Chef

- 1) You will learn a craft that will be applicable for the rest of your lives, in good times and bad times.
- 2) You will become familiar with the basic food groups, and how with numerous compositions they provide a nutritious and healthy lifestyle.
- 3) You will become proficient in the various ways food can be prepared, e.g. poaching, braising, frying, sous vide etc.
- 4) You will experience the concept of teamwork and become a team player.
- 5) You will learn the proper techniques how to handle chefs' knives and safely operate kitchen machines and equipment.
- 6) Your daily hands-on work in a kitchen will be accompanied by instruction in a class-room environment, coupled with lab work and the necessary sanitation, safety and financial requirements.

- Chef Dieter Paul, Retired, El Centro Apprenticeship Committee member

Thoughts on Apprenticeship from a Corporate Chef

An apprenticeship program helps an aspiring culinarian develop their foundation for future success. This industry is not a race to the top. It's like a fine sauce, it takes time to develop and hone to perfection. Apprenticeship is an opportunity to learn and develop your skills as an aspiring professional. If the person chooses not to enter an apprenticeship program, the company will have much higher expectations of that person immediately. The apprenticeship also gives the student the opportunity to develop relationships that are critical to future success in the industry.

- Chef Mike Esquenazi, Director of Nutrition Services, Baylor Medical Center at McKinney

Advice to an Aspiring Culinarian from a World Famous Chef:

"First, do not be in a hurry. Even if things fall into place perfectly, it will take you at least ten to fifteen years before you can truly call yourself a chef. You will need those years to acquire the culinary skills and absorb the management and people skills that you will need as a chef."

- Chef Daniel Boulud, *Letters to a Young Chef*, Page 4