

JOHNSON & WALES  
UNIVERSITY

*Catalog*

2008–2009



**Charlotte**  
NORTH CAROLINA



# *Johnson & Wales University*

## *Charlotte Campus*

### *2008–2009 Catalog*

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

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

*Students should read and fully understand the rules, regulations and policies described in this catalog. Additionally, all enrolled students are expected to be familiar with the contents of the Student Handbook. The Student 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. The Charlotte Student Handbook is available online at [www.jwu.edu](http://www.jwu.edu). Copies of the handbook are also available at the Student Affairs Office and the Student Academic & Financial Services Office.*



# *2008–2009 Academic Calendar*

## **FALL TERM**

Sept. 5–6	Check-In for incoming students
Sept. 9	Classes begin
Oct. 13	Columbus Day — no classes
Nov. 20	Classes end

## **WINTER TERM**

Dec. 1	Check-In for incoming students
Dec. 2	Classes begin
Dec. 18	Last day of classes before winter holiday break
Dec. 19–Jan. 4	Holiday break
Jan. 5	Classes resume
Jan. 19	Martin Luther King Jr. Day — no classes
Feb. 26	Classes end

## **SPRING TERM**

March 9	Check-In for incoming students
March 10	Classes begin
May 21	Classes end
May 23	Commencement

## **SUMMER SESSIONS**

June 12	Check-In for incoming Advanced Standing students
June 16	Advanced Standing begins
July 4	Independence Day — no classes
Aug. 22	Advanced Standing ends

Classes may be rescheduled due to a class cancellation or holiday. Please refer to [www.jwu.edu/sas/calendar](http://www.jwu.edu/sas/calendar) for the current academic calendar and dates for makeup classes and final exams. **This unofficial university calendar is offered for planning purposes only and is subject to change.**

# Programs of Study

## College of Business

*Bachelor of Science Degree*

Fashion Merchandising & Retail Marketing

Management

Management Accounting

Marketing

*Non-Degree Programs*

Business Administration (one year program; tracks into College of Business bachelor's degree)

## College of Culinary Arts and The Hospitality College

*Associate in Applied Science Degree\**

Baking & Pastry Arts<sup>1</sup>

Culinary Arts<sup>1</sup>

*Bachelor of Science Degree*

Baking & Pastry Arts & Food Service Management<sup>1, 2</sup>

Culinary Arts & Food Service Management<sup>1, 2</sup>

## The Hospitality College

*Bachelor of Science Degree*

Hotel & Lodging Management<sup>1</sup>

International Hotel & Tourism Management<sup>1</sup>

Restaurant, Food & Beverage Management<sup>1</sup>

Sports/Entertainment/Event Management<sup>1</sup>

<sup>1</sup> Program has technical standards. Students with disabilities or special needs should contact the Center for Academic Support.

<sup>2</sup> Program is offered jointly through the College of Culinary Arts and The Hospitality College.

NOTES: Other programs and options are also offered at Johnson & Wales campuses in Denver, Colo.; N. Miami, Fla.; 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 Center for Academic Support for information about and descriptions of the applicable technical standards.

*\*This information was revised July 1, 2008 after the catalog was printed.*

# *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 Dean of Academic Administration. 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 university is approved for the training of veterans. The university is an institutional member of Servicemembers Opportunity Colleges.

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

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

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

The Board of Governors of the University of North Carolina has licensed Johnson & Wales University under G.S. 116-15(b) to conduct degree activity in North Carolina.

Johnson & Wales University will make available for review to any enrolled or prospective student, upon request, a copy of the documents describing the institution's accreditation, approval or licensing. This information may be obtained by contacting the University Compliance Officer, One Cookson Place, Sixth Floor, Providence, RI 02903, 401-598-1423.

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

## **General University Affiliations**

Academie Francaise  
Academy of International Business  
Academy of Management  
American Association for Higher Education  
American Association of Collegiate Registrars and Admissions Officers  
American Association of Presidents of Independent Colleges and Universities  
American Association of University Women  
American Bar Association  
American Booksellers Association  
American College Personnel Association  
American Corporate Counsel Association  
American Council on Education  
American Counseling Association  
American Culinary Federation

American Dietetic Association  
American Educational Finance Association  
American Educational Research Association  
American Hotel & Lodging Association  
American Hotel & Lodging Education Foundation  
American Institute of Certified Public Accountants  
American Institute of Wine and Food  
American Library Association  
American Management Association  
American Marketing Association  
American Payroll Association  
American Planning Association  
American Society for Training and Development  
American Statistical Association  
American Wine Society  
Associated Press  
Association for the Advancement of Computing in Education  
Association for Career and Technical Education (ACTE)  
Association for Institutional Research  
Association for Multicultural Counseling and Development  
Association for Student Judicial Affairs  
Association for Supervision & Curriculum Development  
Association of College & Research Libraries  
Association of College & University Facility Officers  
Association of College & University Telecommunications Administrators  
Association of Governing Boards of Universities and Colleges  
Better Business Bureau  
Boy Scouts of America  
Bread Bakers Guild of America  
Bristol County Convention and Visitors Bureau  
Business Network International  
Business Professionals of America  
Business Volunteers for the Arts  
Campus Compact  
Career College Association  
Career Counselors Consortium  
Center for Academic Integrity  
Choristers Guild  
Coalition of Library Advocates  
The College Board  
College & University Professional Association for Human Resources  
Confrerie de la Chaine des Rotisseurs  
Consortium of Rhode Island Academic & Research Libraries  
Cooperative Education Association  
Council for the Advancement and Support of Education (CASE)  
Crossroads Rhode Island  
Dorcas Place  
East Bay Chamber of Commerce  
East Bay Tourism Council  
Eastern Association of Colleges and Employers Inc.  
The Education Partnership  
Educause  
Employment Management Association



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

Rhode Island Public Expenditure Council  
 Rotary Club of Providence  
 Salvation Army  
 Save the Bay  
 Skills–USA  
 Small Business Development Center  
 Society for College and University Planning  
 Society for Human Resource Management (SHRM)  
 Society Organized Against Racism  
 Society of Wine Educators  
 Studiorum Universitas Constantiniana  
 (The Constantinian University)  
 Tuition Management Systems  
 United States Department of Education  
 United Way of Rhode Island  
 University Continuing Education Association (UCEA)  
 Volunteer Center of Rhode Island  
 WaterFire Providence Board of Directors  
 Weybosset Street Community Centers  
 Women Chef Restaurateurs  
 Womens Foodservice Forum  
 World Association for Hospitality & Tourism Training  
 World Future Society  
 Young Men's Christian Association

### **Charlotte Campus Affiliations**

Academy of Orton-Gillingham Practitioners  
 and Educators  
 Acoustical Society of America  
 American Academy of Industrial Hygiene  
 American Academy of Religion  
 American Accounting Association  
 American Association of University Professors  
 (AAUP)  
 American Association for the Advancement of  
 Science  
 American Association for University & College  
 Counseling Center Directors  
 American Board of Certified Safety Professionals  
 American Botanical Council  
 American College Counseling Association  
 American College Health Association  
 American College of Sports Medicine  
 American Collegiate Retailing Association  
 American Culture Association  
 American Economic Association  
 American Historical Association  
 American Law and Economics Association  
 American Mathematical Society  
 American Mensa  
 American Multimedia Association  
 American Name Society  
 American Psychological Association  
 American Society of Mechanical Engineers  
 American Society of Safety Engineers  
 American Sociological Association  
 American Studies Association  
 Arts & Sciences Council  
 Association for Conflict Resolution  
 Association for Human Genetics  
 Association of College Unions International  
 Association of College and University  
 Housing Officers - International (ACUHO - I)

Association of Fundraising Professionals (AFP)  
 Association of Leadership Educators  
 Association of Physical Plant Administrators (APPA)  
 Association of Writers & Writing Programs  
 Association on Higher Education and Disability  
 (AHEAD)  
 Beta Gamma Sigma  
 Bread Bakers Guild of America  
 Business Innovation and Growth Council (BIG)  
 Business Strengthening America  
 Carolina Association of College Registrars &  
 Admissions Officers  
 Carolina Raptor Center  
 Charlotte Area Hotel Association (CAHA)  
 Charlotte Center City Partners  
 Charlotte Chamber of Commerce  
 Charlotte Children's Choir (Arts & Sciences Council)  
 Charlotte Mecklenburg Restaurant Association  
 (CMRA)  
 Charlotte Museum of History  
 Charlotte Regional Sports Commission  
 Charlotte Regional Visitors Authority  
 Charlotte Rotary  
 Charlotte World Trade Association  
 Chefs Association  
 Council on Hotel, Restaurant and  
 Institutional Education (CHRIE)  
 Classroom Central  
 Club Managers Association of America (CMAA)  
 College Reading & Learning Association  
 Community Culinary School of Charlotte  
 Confederation of Hospitality Management Education  
 (CHME)  
 Court of the Master Sommeliers  
 Culinary Hospitality Tourism Education Alliance  
 (CHTEA)  
 Defense Research Institute  
 Diversity Council of the Carolinas  
 Environmental Education Foundation  
 Federation of Dining Room Professionals (FDRP)  
 Foodservice Educators Network International (FENI)  
 Hospitality Finance Technology Professionals (HFTP)  
 Hospitality Sales and Marketing Association  
 Hospitality & Tourism Alliance  
 Hotel Catering Institutional Management (HCIMA)  
 Hotel International Technology Association (HITA)  
 Institute of Food Technologists  
 Institute for Supply Management  
 International Association for Culinary Professionals  
 International Association for the Development of  
 Information Society  
 International Association of Campus Law  
 Enforcement Administrators (IACLEA)  
 International Council of Shopping Centers  
 International Food Service Executives  
 Association (IFSEA)  
 International Leadership Association  
 International Sommelier Guild  
 International Writing Centers Association  
 Lambda Legal Foundation  
 Metrolina Library Association  
 National Academic Advising Association (NACADA)  
 National Association for Campus Activities



National Association for College & University  
 Residence Halls  
 National Association of Biology Teachers  
 National Association of College and University  
 Residence Halls  
 National Association of College Auxillary Services  
 National Association of Campus Card Users  
 (NACCU)  
 National Association of Executive Secretaries  
 and Administrative Assistants  
 National Board of Certified Counselors  
 National Council of Teachers of English (NCTE)  
 National Environmental Health Association (NEHA)  
 National Intramural/Recreation Sports Association  
 National Orientation Directors Association  
 National Restaurant Association  
 Educational Foundation (NRAEF)  
 National Trust for Historic Preservation  
 North Carolina Association for Federal Aid  
 Administrators  
 North Carolina Association of Coordinators of  
 Veterans Affairs  
 North Carolina Association of CPAs  
 North Carolina Association of Colleges &  
 Employers (NCACE)  
 North Carolina Association of International  
 Educators (NCAIE)  
 North Carolina Association on Higher Education and  
 Disability (NCAHEAD)  
 North Carolina Board for Licensed  
 Professional Counselors  
 North Carolina College Personnel Association  
 North Carolina Department of Labor – OSHA  
 North Carolina Genealogical Society  
 North Carolina Housing Officers  
 North Carolina Independent Colleges & Universities  
 North Carolina Library Association  
 North Carolina Restaurant & Lodging Association  
 (NCRLA)  
 North Carolina State Bar Association  
 Organization Development Network  
 Organization of American Historians  
 Popular Culture Association/American Culture  
 Association (PCA/ACA)  
 Produce Marketing Association  
 Research Chefs Association  
 Retail Bakers Association (RBA)  
 Second Harvest Food Bank of Metrolina  
 Slow Food Organization  
 Society for Historians of the Early American  
 Republic

Society of Wine Educators  
 Southeastern Association of Colleges &  
 Employers (ScACE)  
 Southeastern Association of Housing Officers  
 Southeastern Writing Center Association (SWCA)  
 Southern Association for College Student Affairs  
 (SACSA)  
 Southern College Health Association  
 Southern Historical Association  
 Toastmasters International  
 United Way of the Central Carolinas  
 Urban Land Institute  
 Urban League  
 USO Center Charlotte  
 Wine & Spirits Educational Trust (WSET)  
 Women Chefs & Restaurateurs  
 World Affairs Council of Charlotte

# *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.

## **PURPOSES OF THE UNIVERSITY**

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

- to enroll students with potential from varied backgrounds and to give them every opportunity to excel in their academic and professional lives;
- to develop and assess sound programs and curricula that allow students to attain proficiencies in general education and relevant professional disciplines;
- to evaluate and assess regularly the rigor of all academic programs;
- to provide experiential education opportunities that are curriculum-driven and include practical experiences for students in every program;
- to support diversity in the curricula, activities and services for students, and in the employment of faculty and staff;
- to provide students with opportunities that support intellectual development, personal growth and civic engagement;
- to monitor the external and internal environment of the university through regular and effective planning and assessment;
- to hold each academic, administrative and support department accountable for the achievement of the mission;
- to plan for and provide facilities and resources that meet the needs of students, faculty and staff.

## **CORE VALUES**

### **Johnson & Wales University is**

#### **Student Centered**

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

#### **Experientially Based**

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

#### **Industry Relevant**

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

#### **Employment Focused**

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

#### **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.

Johnson & Wales University is committed to outcomes assessment. Faculty and students are therefore part of an ongoing effort to determine and refine the effectiveness of instruction and learning.

## A PHILOSOPHY OF CAREER EDUCATION

Johnson & Wales University, founded in 1914, is a nonprofit, private institution. A recognized leader in career education, the university offers accredited degrees in business, hospitality, culinary arts, technology and education.

A variety of undergraduate and graduate 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, teaching; master of education; master of business administration; and doctor of education are also offered at JWU. For details on these programs, please request the graduate and doctoral catalogs.

The educational philosophy of JWU is to deliver a multidisciplinary educational experience for students who are serious about success. A JWU education integrates rigorous academics and professional skills, community leadership opportunities and our unique career education model. This model includes sequential career management courses, a suite of career services, a customized online career management system, work experience tied to a field of study, and on-campus recruitment opportunities.

The goal of all academic programs at JWU is for our students to graduate with the knowledge and expertise to succeed in their chosen field of study in a global economy.

## EDUCATION FOR LIFE

Today's employers want employees who will succeed in tomorrow's economy not only because they possess important specialized job skills, but also through their ability to think critically, communicate clearly, manage ethically and contribute to the community. To meet these needs, Johnson & Wales University offers a wide selection of liberal arts courses including logic, psychology, communication skills, leadership studies, environmental science and ethics. Students

may also participate in in-depth studies through concentrations.

In addition to academic courses, the university emphasizes the importance of community service through volunteer activities and required service learning courses. One of JWU's priorities is developing students who have the skills, training and personal commitment to be strong, ethical leaders in industry and in their communities.

## 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 paths to their futures.

**BUSINESS:** Johnson & Wales offers a wide variety of four-year business programs ranging from more traditional majors like Management and Marketing to the most innovative programs like Fashion Merchandising & Retail Marketing. JWU also offers some of these programs at its campuses in Providence, R.I.; North Miami, Fla.; and Denver, Colo.

**CULINARY ARTS:** Culinary Arts, Baking & Pastry Arts, Culinary Arts & Food Service Management — these are just some of the food service programs for which Johnson & Wales University has become famous. The largest food service educator of its kind in the United States, Johnson & Wales also offers some of these programs at its campuses in Providence, R.I.; North Miami, Fla.; and Denver, Colo.

The Charlotte Campus also offers Garnish Your Degree, an associate degree program completed in a 12-month period in Culinary Arts or Baking & Pastry Arts for students who already have a bachelor's degree.

Culinary Arts students who wish to accelerate their studies can apply for Advanced Standing starting in June.

**HOSPITALITY:** Through various centers and schools within Johnson & Wales' Hospitality College, students can choose such majors as Restaurant, Food & Beverage Management, Hotel & Lodging Management, Sports/Entertainment/Event Management, and International Hotel & Tourism Management. Some of these programs may be taken at additional campuses in Providence, R.I.; North Miami, Fla.; and Denver, Colo.

Once a student chooses a program, there are still more options. Hands-on training at university-affiliated sites provide the opportunity for experiential learning, and senior-level students may apply for cooperative education positions with prestigious participating employers on the local and national level.

Students who wish to accelerate their studies can apply for such programs as Advanced Standing, Garnish Your Degree or SHARP (Special Honors and Rewards Program). See Page 50 for more information on SHARP.

### **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 more time to focus on each course.

### **Upside-Down Curriculum**

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

### **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.

Experiential education programs including externships and career co-ops, as well as

culinary arts and baking & pastry arts laboratories, all place students within a practical situation to further develop their career knowledge and skills.

Johnson & Wales utilizes numerous experiential education facilities, from hotels and restaurants to various business enterprises.

### **Academic Support**

Helping students to succeed is our number-one priority at Johnson & Wales University. The Center for Academic Support is dedicated to making sure each student is given every opportunity for success, with special courses, workshops and tutoring. Special needs students can also find assistance at the Center for Academic Support with special programs, adaptations and reasonable accommodations to help provide every opportunity for their success. All support services are available without extra charge to all Johnson & Wales students.

Certain accommodations (such as alternative format and interpreters) require advance notice to the Center.

## **HANDS-ON LEARNING**

### **Externship**

Externship is designed to provide students with a comprehensive knowledge of entire industry concepts. Students experience rotations in a variety of areas during the 11-week unpaid program. This foundation positions a student to focus on Best Fit Employment through a network of educators that closely monitor the administration of the program, and are able to deliver the necessary framework for the student's success.

### **College of Business**

#### **FASHION MERCHANDISING & RETAIL MARKETING EXTERNSHIP**

During the spring term of their junior year, Fashion Merchandising & Retail Marketing majors participate in a term-long externship at a university-approved site.

During this externship, students will apply their learning 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 Charlotte market centers, selected manufacturers and various retail outlets. The retail externship and seminar total 13.5 quarter credit hours.

#### **MARKETING EXTERNSHIP**

By participating in the Marketing Externship during their senior year, students have the opportunity to apply basic knowledge in actual, ongoing marketing research projects for employers. The externship is completed at university-approved sites.

#### **College of Culinary Arts**

##### **BAKING & PASTRY ARTS EXTERNSHIP**

During their sophomore year as Baking & Pastry Arts majors, students will be registered for term-long assignments at university-approved sites; these may include Chartwell's dining center, Tizzerts, City Sweets, DePalo Bakery and Nona's Bakery.

##### **CULINARY ARTS EXTERNSHIP**

During their sophomore year as Culinary Arts majors, students will be scheduled for term-long assignments at university-approved sites; these may include the Chartwell's dining center, Ballantyne Resort, Marriott, Omni and Westin hotels.

#### **The Hospitality College**

##### **FOOD SERVICE MANAGEMENT EXTERNSHIP**

During the fall or spring terms of their sophomore year as Restaurant, Food & Beverage Management majors, students will be scheduled for term-long assignments at university-approved sites; these may include the Charlotte City Club, Hilton Charlotte Towers or the Omni Charlotte Hotel.

##### **HOTEL & LODGING MANAGEMENT EXTERNSHIP**

As a part of their academic experience, Hotel & Lodging Management students will enjoy unique opportunities for hands-on learning during their sophomore year. Students have an opportunity to gain practical experience during an 11-week rotation through all aspects of lodging and food service

operations. This externship is completed at university-approved sites which may include Marriott, Westin, Hilton and Doubletree properties.

#### **SPORTS/ENTERTAINMENT/EVENT MANAGEMENT EXTERNSHIP**

This senior-level capstone work experience is designed to allow students to apply what they have learned within a supervised industry-based setting. While the externship focus and job position vary depending on site selection, the externship will enable students to gain valuable work experience in the areas of sales/marketing, facility operations and financial management. In addition to their work experience, students will have the opportunity to complete a comprehensive, site-based management project. The externship is completed at university-approved sites.

#### **Selective Career Cooperative Education (Co-op)**

Eligible students may apply for a Selective Career Cooperative Education assignment through the Career Development Office. These paid/unpaid cooperative education assignments allow students to gain academic credit for a work experience within their chosen profession, to gain valuable knowledge about their profession and to develop a professional network within their industry. A traditional co-op experience is a one-term 13.5 credit experience with a university partner. Upon completion of their co-op, 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 maintain a cumulative grade point average of 2.75 during the entire pre-program application process, have a clean record of behavior as defined by the Student Code of Conduct, have completed all prerequisite coursework, have appropriate elective or experiential education credit available in their degree audits and have the sponsorship of a faculty advisor. In addition to the traditional eligibility requirements, students who desire to participate in the International Co-op Program must maintain a 3.25 GPA. This is a highly selective program with limited opportunities.

Students from every college or school at the university may be eligible to apply for the co-op program. Selection or assignment to the co-op sites is competitive and only those students demonstrating the best fit are chosen by the co-op staff to represent the university. The Career Development Office reserves the right to determine eligibility for co-op based on the Student Code of Conduct.

### **International Experiential Learning**

The College of Business offers two types of international programs, conducted during the summer, which broaden the student's global perspective. Both of these programs may be used to satisfy the requirements of IBUS4099, International Business Experience.

The SUMMER TERM ABROAD PROGRAM is a three-to-four-week experience in varied international areas. Students, in teams of 15–20, join two faculty plus business partners to investigate business practice, politics and culture. Recent year programs have been held in the Netherlands, Belgium, Germany, Italy, the Czech Republic, Hungary, Poland, Singapore, Malaysia, Russia and Australia, to name a few destinations. The program combines classroom, case study and partner visits, creating an intense-yet-intimate learning experience.

The SUMMER WORK ABROAD PROGRAM is conducted under the sponsorship of a key business partner. A spring-term seminar prepares teams of 10 students for an intense, two-week visit to the partner's overseas site. The students work as a continuous improvement consulting team, in areas such as operations or human resources, on important company projects. Recent key business partners have included Textron in England and France, and Texas Instruments in Brazil.

## **THE SCHOOL OF ARTS & SCIENCES**

The mission of the School of Arts & Sciences is to deepen students' understanding of themselves and the world around them. Integrating liberal arts courses with career

education prepares students to be productive and responsible citizens. As a leader in career education among American universities, Johnson & Wales University has placed its School of Arts & Sciences in this key role of providing general education to enable its students to achieve career success and personal fulfillment. To accomplish these objectives, students take at least one-third of all their credits in arts and sciences.

Writing-Across-the-Curriculum is a university-wide program that encourages students to use writing as a way of learning and communicating knowledge, thereby enabling students to acquire skills empowering them to pursue their professional goals. The Writing-Across-the-Curriculum program at Johnson & Wales was developed to integrate the "writing to learn" concept across all majors. All students are required to complete at least one writing-intensive (WI) course within their major field of study. Additionally, students may take WI courses as they are offered in general studies and elective areas.

Students at JWU may also elect 13.5 quarter credit hour concentrations in Global Perspectives, Leadership Studies or Literature. They are also encouraged to attend the Cultural Events Series featuring appearances by artists, performers, authors and musicians. Please note that concentrations vary by campus.

The School of Arts & Sciences offers honors courses in the freshman year as well as a few upper-level classes. In addition, honors options are offered in many other courses.

The School of Arts & Sciences offers a Summer Abroad Program which is currently situated in England. Students can earn 13.5 credits of general education courses. The course offerings may vary each summer, including history, sociology, literature, science and art. The experience includes three weeks in England with excursions to historical cities, such as Bath, Cambridgeport and London. The academic component of the summer program is challenging, and students will benefit from innovative teaching strategies including team teaching and collaborative learning.



## HISTORY OF THE UNIVERSITY

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

Because of its strong commitment to specialized business education and the high ideals of its founders, the university became well established. In 1993, JWU received regional accreditation from the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges (NEASC). Accredited since 1954 by the Accrediting Council for Independent Colleges and Schools, JWU consolidated its institutional accreditation under NEASC 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 authorizing the university to award 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 a new legislative charter into law with university status.

A new career emphasis was introduced at JWU in 1973, when the university announced the opening of what is now known as the College of Culinary Arts and the addition of an associate degree program in that field. This proved to be one of the most far-reaching changes in the educational expansion of the university,

leading to additional two- and four-year degree programs in the hospitality and food service fields.

In 1984, a JWU campus was established in Charleston, S.C., which offered a variety of two- and four-year programs in food service, hospitality and travel-tourism. The Norfolk, Va. campus opened to the public in 1986, offering one- and two-year food service programs.

In 1985, graduate degree programs and later a doctorate in education were introduced at the university through the Alan Shawn Feinstein Graduate School and School of Education.

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

Also in 1992, JWU opened another campus in North Miami, Fla., which now offers culinary arts, business and hospitality undergraduate degree programs.

That year also marked the university's formal establishment of the College of Business, The Hospitality College, the College of Culinary Arts and the School of Technology. A new emphasis on general studies was introduced in 1992 as well, with the development of the School of Arts & Sciences.

The university's School of Technology offered courses in Worcester, Mass. from 1992–2002 before moving all technology programs to Providence.

In 1993 a four-year bachelor's degree offering in culinary arts was added at the university. A campus was also opened in Vail, Colo., offering an accelerated associate degree program in culinary arts to college graduates.

September 2000 marked the opening of the Denver, Colo. campus, which offers undergraduate degrees in baking & pastry arts, culinary arts, hospitality and business. In 2000, the Vail Campus was merged with the Denver Campus.

In 2002, the university made a strategic decision to consolidate its smaller Charleston and Norfolk campuses by building a campus in Charlotte, N.C. The JWU Charlotte Campus opened in fall 2004 and offers undergraduate degree programs in business, culinary arts and hospitality. The Charleston and Norfolk campuses officially closed in May 2006.

Each year the university grows in program offerings and physical facilities. At the same time, the university also gains recognition and prestige, making contributions to the community, government and industry.

## THE CAMPUS

Johnson & Wales University's Charlotte Campus is located near the center of uptown activity in the Gateway Village development in the city's third ward. It's an exciting area with a vibrant mix of residential, retail and commercial spaces. New campus facilities include two residence halls, a dining facility operated by industry partner Compass Group, N.A., and an academic center with state-of-the-art culinary laboratories as well as classrooms, computer labs and a 180-seat amphitheater with demonstration kitchen.

In addition, a student services complex located in the existing Gateway Village includes a bookstore and library as well as Career Development, the Student Academic & Financial Services offices and the Cyber Lounge. The full-service, university-owned Doubletree Hotel — Gateway Village is also conveniently located in the heart of the campus area.

JWU's library includes a collection of books, journals, magazines, newspapers, full-text databases, videos and other resources to serve the research needs of Johnson & Wales students. The library also provides a

photocopier, computer terminals, printers, televisions with VHS and DVD players, and other appropriate equipment for student use. In addition to the resources located on campus, students also have access to the Charlotte Public Library system whose main branch is located just blocks away.

## CHARLOTTE, NORTH CAROLINA

Located in the western part of North Carolina, Charlotte is within a day's drive of over 50 percent of the population of the United States. Even though it's the second largest financial center in the country, and home to eight Fortune 500 companies, Charlotte maintains a distinctive small town feel that makes it the perfect place for Johnson & Wales to continue its tradition of market-driven education and genuine career preparation.

Charlotte is served by an international airport that is a main U.S. hub. It is a city of opportunity with a practical, businesslike approach to life that meshes nicely with the career focus of the university. When it's time to have fun, the city abounds with extra-curricular activities. Charlotte boasts a lively arts scene, as well as a number of professional sports teams including the Carolina Panthers, Charlotte Bobcats, NASCAR racing, and the Charlotte Knights AAA baseball team. What's more, Charlotte is conveniently situated between beautiful, warm beaches a few hours drive to the east and cool, relaxing mountains a couple of hours' drive to the west.

## RESIDENCE HALLS

Generally, Johnson & Wales University's Charlotte Campus requires all full-time students to live on campus for their first two years of enrollment. Cedar Hall North (CHN) and Cedar Hall South (CHS) are the on-campus options for the first year. City View Towers is the primary residence for second-year students as CHN and CHS are designated primarily for first-year students (although there is limited availability for second-year students at CHN and CHS).

Exemption categories for the Charlotte Campus residency requirement include students who

- are married
- are single parents
- have part-time status
- are 21 years of age or older
- are transferring from another college or university
- reside with a relative within a 50-mile radius of the Charlotte Campus (as defined by Mapquest)

Note: Students admitted for the winter and spring terms are required to live on campus for the remainder of the academic year and the following academic year only.

Students who have been convicted of certain felonies (or have had certain felony-type charges sustained in a juvenile proceeding), such as crimes of violence, serious drug offenses and sex offenses, are not eligible to live in university housing.

### **Residence Halls**

Cedar Hall North  
725 West 4th Street  
Charlotte, NC 28202

Cedar Hall South  
215 South Cedar Street  
Charlotte, NC 28202

These suite-style residence halls accommodate four students per suite with bathroom facilities being shared among the four residents. Each suite has two rooms, each with two students per room. All rooms/suites are non-smoking and include basic cable, Internet and local phone service (phones are not provided). Common areas within each hall include game rooms, TV/recreation lounges, study rooms and laundry facilities.

### **Apartments**

City View Towers  
425 West 5th Street  
Charlotte, NC 28202

City View Towers, located two blocks from campus, has unique four-bedroom floor plans where each student has his/her own private bedroom. Each apartment is fully furnished (including the bedrooms), has a full kitchen and appliance package, and includes a full-size washer and dryer. Residents have access to a game room, a complete fitness center and an outdoor patio. There are a limited number of two- and three-bedroom floor plans available.

Visit the Office of Residential Life's Web site at [www.jwu.edu/charlotte/reslife](http://www.jwu.edu/charlotte/reslife) or e-mail us at [reslife.clt@jwu.edu](mailto:reslife.clt@jwu.edu).

### **DINING FACILITIES**

A state-of-the-art dining hall is located in Cedar Hall North. It is operated by Chartwell's, a division of Compass Group, N.A., a Johnson & Wales Covenant partner.

### **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 at [www.jwu.edu/sas/catalog](http://www.jwu.edu/sas/catalog).

## DENVER, COLORADO

JWU's campus in Denver, Colorado offers undergraduate culinary arts, business and hospitality programs. Denver, named the "second best city in America to work and live" by *Fortune* magazine, offers an exciting range of cooperative education opportunities in fine restaurants and mountain resorts.

For more information about the Johnson & Wales Denver Campus, write the Admissions Office, Johnson & Wales University, 7150 Montview Boulevard, Denver, CO 80220, or call 1-877-JWU-DENVER (598-3368).

### Campus President

Bette Matkowski

### Programs offered

#### *College of Business*

#### BACHELOR'S DEGREES

Advertising & Marketing Communications  
Criminal Justice  
Entrepreneurship  
Fashion Merchandising & Retail Marketing  
International Business  
Management  
Marketing

#### NON-DEGREE PROGRAMS

Business Administration (*one-year program; tracks into College of Business bachelor's degree*)

Undeclared (*two-year program; tracks into College of Business bachelor's degree*)

#### *College of Culinary Arts*

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

#### ASSOCIATE DEGREE    BACHELOR'S DEGREE

Baking & Pastry Arts    Culinary Nutrition  
Culinary Arts

#### *College of Culinary Arts and The Hospitality College*

*The following associate in science degrees (College of Culinary Arts) track into the bachelor of science degrees listed to the right (College of Culinary Arts and The Hospitality College).*

#### ASSOCIATE DEGREE    BACHELOR'S DEGREE

Baking & Pastry Arts    Baking & Pastry Arts &  
Food Service Management  
Culinary Arts    Culinary Arts & Food  
Service Management

#### *The Hospitality College*

#### BACHELOR'S DEGREES

Hotel & Lodging Management  
Restaurant, Food & Beverage Management  
Sports/Entertainment/Event Management

#### NON-DEGREE PROGRAMS

Undeclared (*two-year program; tracks into Hospitality College bachelor's degree*)

## NORTH MIAMI, FLORIDA

The North Miami Campus offers undergraduate degree programs in business, culinary arts and hospitality. This campus is conveniently close to the tourism-rich areas of Fort Lauderdale and Miami, offering a superb setting for a JWU education.

For more information about Johnson & Wales' North Miami Campus, write the Admissions Office, Johnson & Wales University, 1701 N.E. 127th Street, North Miami, FL 33181, or call 1-866-JWU-FLORIDA (598-3567).

### Campus President

Donald G. McGregor, J.D.

### Programs offered

#### *College of Business*

#### BACHELOR'S DEGREES

Criminal Justice  
Fashion Merchandising & Retail Marketing  
Food Marketing  
Management  
Marketing

#### NON-DEGREE PROGRAMS

Business Administration (*one-year program; tracks into College of Business bachelor's degree*)

#### *College of Culinary Arts and The Hospitality College*

*The following associate in science degrees (College of Culinary Arts) track into the bachelor of science degrees listed to the right (College of Culinary Arts and The Hospitality College).*

#### ASSOCIATE DEGREE    BACHELOR'S DEGREE

Baking & Pastry Arts    Baking & Pastry Arts &  
Food Service Management  
Culinary Arts    Culinary Arts & Food  
Service Management

#### *The Hospitality College*

#### BACHELOR'S DEGREES

Hotel & Lodging Management  
Restaurant, Food & Beverage Management  
Sports/Entertainment/Event Management  
Travel, Tourism & Hospitality Management

PROVIDENCE, RHODE ISLAND

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

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

Campus President

Irving Schneider, Ph.D.

Programs offered

College of Business

BACHELOR'S DEGREES

Accounting  
Advertising & Marketing Communications  
Criminal Justice  
Entrepreneurship  
Equine Business Management  
Equine Business Management/Riding  
Fashion Merchandising & Retail Marketing  
Financial Services Management  
International Business  
Management  
Marketing

NON-DEGREE PROGRAMS

Business Administration (one-year program; tracks into College of Business bachelor's degree)

Undeclared (two-year program; tracks into College of Business bachelor's degree)

College of Culinary Arts

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

ASSOCIATE DEGREE      BACHELOR'S DEGREE

Baking & Pastry Arts	Baking & Pastry Arts Culinary Nutrition Food Marketing Food Service Entrepreneurship
Culinary Arts	Culinary Nutrition Food Marketing Food Service Entrepreneurship

College of Culinary Arts and  
The Hospitality College

The following associate in science degrees (College of Culinary Arts) track into the bachelor of science degrees listed to the right (College of Culinary Arts and The Hospitality College).

ASSOCIATE DEGREE      BACHELOR'S DEGREE

Baking & Pastry Arts	Baking & Pastry Arts & Food Service Management
Culinary Arts	Culinary Arts & Food Service Management

The Hospitality College

BACHELOR'S DEGREES

Hotel & Lodging Management  
International Hotel & Tourism Management  
Restaurant, Food & Beverage Management  
Sports/Entertainment/Event Management  
Travel-Tourism & Hospitality Management

Undeclared (two-year program; tracks into Hospitality College bachelor's degree)

School of Technology

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

ASSOCIATE DEGREE      BACHELOR'S DEGREE

Computer Graphics & New Media	Computer Graphics & New Media Web Management & Internet Commerce
Computer Programming	Software Engineering
Computerized Drafting	Engineering Design & Configuration Management
Computing Technology Services	Technology Services Management
Robotic Engineering Technology	Electronics Engineering
Web Site Development	Computer Graphics & New Media Web Management & Internet Commerce

BACHELOR'S DEGREES      Business/Information  
Systems Analysis  
Electronics Engineering  
Network Engineering

## GRADUATE DEGREE PROGRAMS

Johnson & Wales University's Providence Campus also offers graduate degree programs from the Alan Shawn Feinstein Graduate School and the School of Education. Approximately 800 students from 49 countries enroll in JWU graduate programs.

### Programs offered

*Alan Shawn Feinstein Graduate School*

MASTER OF BUSINESS ADMINISTRATION IN  
GLOBAL BUSINESS LEADERSHIP with  
concentrations in

Accounting  
Financial Management  
International Trade  
Marketing  
Organizational Leadership

MASTER OF BUSINESS ADMINISTRATION IN  
HOSPITALITY with concentrations in

Event Leadership  
Marketing

CERTIFICATE OF ADVANCED GRADUATE  
STUDY (CAGS) in:

Finance  
Hospitality  
Human Resources Management

*School of Education*

MASTER OF ARTS (M.A.T.)

Teacher Education leading to certification in  
Business Education and Secondary  
Special Education  
Elementary Education and Elementary  
Special Education  
Elementary Education and Elementary/Secondary  
Special Education  
Elementary Education and Secondary  
Special Education  
Food Service Education and Secondary  
Special Education

MASTER OF EDUCATION (M.ED.)

Teaching and Learning (designed for certified teachers)

DOCTOR OF EDUCATION

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

**For a catalog and more information,  
please contact:**

Graduate Admissions  
Johnson & Wales University  
8 Abbott Park Place  
Providence, RI 02903

### Business Programs

1-800-DIAL-JWU ext. 1015  
401-598-1015  
Fax: 401-598-1286

### Education Programs

1-800-DIAL-JWU ext. 1993  
401- 598-1993  
Fax: 401-598-1162



# *Applying for Admission*

Johnson & Wales University seeks students who have a true desire for practical career preparation in their chosen fields 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 undergraduate admission.

It is also recommended that students submit a personal statement, employment information, letters of recommendation and test scores for admission consideration.

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 Center for Academic Support prior to enrolling at the university. For more information about technical standards see Pages 85–86. Copies of the technical standards applicable to various programs are available from the Center for Academic Support.

## **APPLICATION PROCEDURE**

Applications for admission should be completed in full and sent to the Admissions Office, Johnson & Wales University, 801 West Trade Street, Charlotte, NC 28202.

Students applying for admission to the Providence, North Miami or Denver campuses should refer to their campus catalog for admissions information.

There is no deadline for submitting applications, but students are advised to apply as early as possible before their intended date of enrollment for full consideration.

An official application form is available online at [www.jwu.edu/apply](http://www.jwu.edu/apply). No application fee is required.

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

Certain bachelor's degree programs are selective and require submission of an application at the end of the associate degree program. Students should check program descriptions if they are interested in applying for both an associate and a bachelor's degree program.

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 state recognized 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 for the current term or continue enrollment.

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

## **Test Scores**

SAT and ACT scores are not required for general admission to the university, but are recommended.

Candidates for the university's honors program must submit SAT or ACT scores for acceptance consideration.

### **Minimum Grade Requirements**

Students within The Hospitality College who are interested in pursuing a bachelor's degree in International Hotel & Tourism Management must apply through their department chair. Preference is given to students who achieve a 3.20 GPA or higher upon completion of their freshman year.

### **Admissions Decision**

The rolling admissions policy of the university makes it possible to notify students of the admissions decision, 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 will forward to the university a \$300 tuition reservation deposit, which will be applied toward tuition and will reserve a place in class and in student housing.

Students requesting residence hall accommodations must submit their online housing contract as soon as possible after depositing. Residence hall and room assignments are based on a first-deposit-and-contract-received, first-resident-placed basis. The student's account must also be cleared by Student Academic & Financial Services by the payment deadline to guarantee a room assignment.

Requests for refunds will be granted upon written request to the university prior to May 1.

The university may revoke any student's acceptance or enrollment if any information or documentation provided by the student is false or incomplete or if the university learns of any past or present misconduct by the student that would affect the student's ability to represent and uphold the high standards of the university.

### **Transfer Students**

Transfer students are eligible to apply for most JWU 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 2.00) 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 2.00 or greater). Credits earned in developmental and remedial courses or CEUs are nontransferable. Transfer credit evaluations are based on previous college work as it relates to the student's intended field of study.

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

Transfer candidates must submit official college transcripts from all colleges previously attended prior to enrolling at Johnson & Wales. Students must also submit final official high school transcripts.

It is the responsibility of those candidates who are currently attending another college to have their updated transcripts sent to JWU as soon as final grades become available and no later than the first term of enrollment. If official transcripts or other requested materials are not received within that designated time period, tentative transfer credit will be forfeited.

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

### **Early Admissions/Dual Enrollment**

The Early Enrollment Program 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 the Early Enrollment Program during their junior year of high school.

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

For more information on the Early Enrollment 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 a college prep curriculum,

maintained an average of B or better, placed in the top 25 percent of the high school graduating class, submitted SAT scores above the national average, and entered JWU in the fall. For more information on the Honors Program, please see Page 21.

### **Conditional Acceptance Policy**

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

### **FACTS FOR MILITARY**

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

Eligible veterans should contact the Department of Veterans Affairs. Those living in the U.S. should look in the Government Listings section of the Verizon White Pages to obtain the telephone number for their state’s Department of Veterans Affairs office.

### **STANDARDIZED TESTING AFTER ADMISSION**

**PLACEMENT TESTS (NON-CREDIT, NO FEES):** These tests are administered for placement purposes only to all new students, including transfer students, upon entrance. In situations where two or more levels of a subject are required for graduation, the student’s academic career in this subject begins at the level determined by the placement test. This is particularly true when a student has previous academic experience in a subject. Placement tests are currently administered to determine math

placement. Students with documented special needs must provide documentation two weeks prior to testing to receive accommodations.

### **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 is scheduled at the request of the student and will meet for three two-hour sessions. Students must discuss this option with a counselor in the Center for Academic Support 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 in Providence 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 the property of the university.

Once the seminar is completed, eligible students, in consultation with a Center for Academic Support counselor, may submit additional portfolios. Refer to the Prior Learning Assessment Brochure, available at the Center for Academic Support or on our Web site, [www.jwu.edu](http://www.jwu.edu), 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. JWU subject equivalencies are determined by each department for each exam. These exams

are treated as transfer credit for entering freshmen and juniors transferring to JWU, or from one JWU college or school to another. Central Piedmont Community College (CPCC) is the examination site in Charlotte. 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 JWU course. Some testing options require specific criteria in order to take tests. Refer to the Prior Learning Assessment Brochure, available at the Center for Academic Support, for criteria and fees, or contact the testing office. Students may apply for Challenge Exams during their **freshman or junior years only**.

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

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 assistance of a counselor in the Center for Academic Support.

#### **Policies for Portfolio Assessment, Challenge and CLEP Examinations:**

1. Portfolio Assessment and Challenge Examinations cannot be repeated if failed.
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 schedule an appointment for their test or seminar. The Prior Learning Assessment Brochure listing course options may be obtained from the Center for Academic Support. For additional policies/information for Portfolio, Challenge and CLEP options, refer to the brochure.

#### **Culinary Advanced Standing**

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

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

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

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

#### **FAST and Credit for College Programs**

Johnson & Wales University offers students an opportunity to earn credits toward a Johnson & Wales degree while they are still in high school through approved articulation agreements between Johnson & Wales University and the student's high school.

Culinary Arts students enrolled in approved tech-prep programs who meet academic requirements may be eligible to earn up to nine quarter credits toward their Culinary Arts associate degree through our Freshman Advanced Study Track (FAST). Students enrolled in approved hospitality, business and technology programs who meet the academic requirements may also be eligible to earn transfer credits through our Credit for College Program.

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

### **International 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 International Baccalaureate exams, up to a maximum of 45 credits or equivalent, in accordance with department policies.

## **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 documents (with English translations) when submitting an application. Please note that photocopies, fax copies, scanned or e-mailed documents 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) or other acceptable proof of English proficiency.

(See "English Language Proficiency" and "TOEFL Requirements" on Pages 24–25.)

4. Official documentation of higher secondary (high school) graduation, subjects taken and grades earned.
5. Complete transcripts, marks sheets, diplomas or certificates from previous study, along with course descriptions and syllabus (for transfer credit).
6. Copy of biographical section of applicant's current passport.

Please note that all documents and information should be clear and legible; if important information cannot be read by the International Admissions staff, the admissions process is delayed and, as a result, so is the acceptance/Form I-20 process.

All documents must be sent to:  
Johnson & Wales University  
International Admissions  
801 West Trade Street  
Charlotte, NC 28202 USA  
Telephone: 980-598-1105  
Fax: 980-598-1111

### **English Language Proficiency**

Applicants whose native language is not English must provide proof of English proficiency.

English language proficiency is required for admission to all programs of study at Johnson & Wales University, regardless of country of citizenship or residency.

Students who need to develop English proficiency are accepted into the English as a Second Language program (ESL) prior to beginning regular degree studies.

Johnson & Wales University's English as a Second Language (ESL) program allows students to focus on the areas where they need the most improvement, and some advanced-level ESL students may take a regular undergraduate degree class in place of an ESL class which has been exempted because of proficiency in a particular area. This flexibility provides students with the most efficient transition into college.

English Language Placement testing for new ESL students will be given before the beginning of each term. JWU uses the students' scores from this testing to place students into the appropriate level of ESL. The Institutional TOEFL will be also offered to students who score at a high level in their ESL placement tests, to be determined by the English Language Institute's departmental policy.

### **TOEFL Requirements**

Johnson & Wales University recognizes the TOEFL (Test of English as a Foreign Language) as proof of English proficiency. TOEFL scores must be received as official ETS scores. The Johnson & Wales University Designated Institution (D.I.) code is: 3465. Students should use this code on their TOEFL registration form so their scores will be sent directly to Johnson & Wales University.

Minimum TOEFL requirements (all levels, undergraduate and graduate) are as follows:  
TOEFL score of 80 (Internet-based or IBT)  
TOEFL score of 550 (pen/paper or PPT)  
TOEFL score of 210 (computerized or CBT)

Individual section scores must also meet minimum score requirements.

Acceptable proof of English proficiency may also include one of the following comparable English proficiency examinations:

- IELTS (Cambridge), Band 6.5
- City & Guilds Pitman ESOL Examinations — Higher Intermediate or Expert Level
- ELS Level 112 Certificate of Completion and Academic Report
- The London Tests of English LTE, Level 4 (Advanced)
- MELAB (Michigan English Language Battery) — 77
- S.T.E.P. Eiken — (Society for Testing English Proficiency) — Grade 1

Other English language examination results will also be considered, and experience studying in the English language, as documented through school transcripts, will be taken into consideration.

To meet English Proficiency requirements, all English Language examination results must be submitted on an official test transcript which is no more than two years old.

Students may be exempted from individual ESL classes based on their individual TOEFL Test (or equivalent test) section scores. Individual section scores and total scores must also meet minimum score requirements; *Johnson & Wales University also reserves the right to require ESL classes to increase proficiency in a particular area, regardless of total TOEFL or other test scores.*

Students who do not submit one of the above tests at the required level of proficiency will be enrolled in the English as a Second Language program and registered for ESL classes.

### **ESL Program**

Johnson & Wales University's partnership with the ELS Language Center in Charlotte, N.C. is designed to help students satisfy the school's English proficiency requirement. The center provides an intensive English language program and is authorized to issue an I-20 to all qualified students. The center provides housing assistance throughout the course of study. Upon completion of the center's Level 112, students are prepared to meet the university's language requirement, as well as receive a \$1,000 tuition grant. The grant applies to any program of study at JWU's Charlotte campus.

### **International Transfer Credit**

Students who wish to transfer to JWU should submit an application for admission and grades or transcripts from all post-secondary schools attended. Transfer credit is determined through an individual course-by-course evaluation of each transcript submitted. Credit is generally awarded for courses completed with grades of "C" or better (or equivalent) which are similar in level, content and duration to JWU courses in the student's intended major. Accepted transfer students will be sent a Transfer Credit Allowance (TCA) showing the credit accepted toward their chosen major.



JWU has many approved formal transfer credit agreements with institutions in more than 40 countries. Consult with officials at your school to see if they have an agreement with Johnson & Wales University.

### Articulation Agreements

JWU is proud to have a large number of international articulation agreements and transfer credit equivalencies in place with schools and programs which facilitate student transfer to Johnson & Wales University for bachelor's degree completion. The university is continuously working to develop partnerships with schools around the world for the purpose of offering diverse educational opportunities for transfer students.

In addition, JWU recognizes and grants transfer credit exemptions for a number of diplomas and qualifications provided by accredited colleges, universities and educational organizations throughout the world. Some of these include

AlS, St. Helen's, Australia  
Barbados Community College, Barbados  
Bermuda College, Bermuda  
BITC – Prima: Diploma and National ITE Certification in Baking, Singapore  
College of the Bahamas, Bahamas  
Constellation College, Canada  
DCT, International Hotel & Business Management School, Switzerland  
EDEXCEL (BTEC), Higher National Diplomas UK  
Educational Institute of American Hotel & Lodging Association (AH&LA)  
Failte Ireland - Certificate in Professional Cookery  
George Brown College, Canada  
German IHK 3-year Berufsschule/Apprenticeship programs in Hotel, Restaurant and Culinary Arts  
Glon Hotel School, Switzerland  
Higher Hotel Institute, Cyprus  
HIM, Hotel Institute Montreux, Switzerland  
Hotelfachschulen (e.g. Dortmund, Heidleberg, Hannover, Berlin), Germany  
ICHM (Modul), Vienna  
ICHM International College of Hotel Management, Australia  
ICM, Institute of Commercial Management, UK  
IIEK Hoteleria, Greece  
Koleg Damansara Utama (KDU)/IMI program, Malaysia  
Les Roches Hotel Management School, Switzerland  
Institutes of Hotel Management (IHM), India  
Seojeong College, Korea

Swiss Hotel Association (SHA) Diploma in Hotel Management  
Swiss Hotel Schools Association (ASEH) Hotel Management Diploma  
Taylor's School of Hotel Management, Malaysia  
Temasek Polytechnic, Malaysia  
Trinidad & Tobago Hospitality and Tourism Institute  
Turks and Caicos Islands Community College  
Vancouver Premier College, Canada  
Woosong University, Korea

### Traveling to Charlotte

The nearest international ports of entry to Charlotte are Atlanta, Ga.; Charlotte, N.C.; and Charleston, S.C. Train, airline and bus services to Charlotte are available from these cities.

## 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. A full listing of the regional admissions representatives and their phone numbers can be found at [www.jwu.edu/admiss/ reps](http://www.jwu.edu/admiss/ reps).

## QUESTIONS & ANSWERS

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

### CAN I REQUEST A PARTICULAR ROOMMATE/ HOW ARE ROOMMATES MATCHED?

The housing application process is completed online. Once the university reservation deposit has been paid students will be able to create a profile, find compatible roommates or make specific roommate requests.

Students who do not make specific roommate requests will be matched according to their

profiles. Matches will be made as compatible as possible. The university does not accept or place co-ed room requests.

#### CAN I REQUEST A SPECIFIC RESIDENCE HALL?

Students are able to select the hall and room according to availability through the online housing application process. The university reservation deposit must be paid before selections can be made.

#### CAN I LIVE OFF CAMPUS?

Generally, all new incoming students are required to live on campus in one of our two residence halls, unless not eligible to live on campus. There are exemption categories, which include freshmen who are married, single parents, students who are at least 21 years old, or students who live at home with parents/guardians within a 50-mile radius from campus. Additionally, students who are required to live on campus must either live in Cedar Hall North, Cedar Hall South or City View Towers during their second year. Please refer to Pages 15–16 for more information.

#### WHERE DO I WASH MY CLOTHES?

All residence halls have card-operated laundry facilities. City View Towers includes a washer and dryer in each apartment.

#### DO I BRING MY OWN BED LINENS AND TOWELS?

Yes. The beds in Cedar Hall North and Cedar Hall South are regular twin size and the beds in City View Towers are full-size. You should also bring a pillow, bedspread and/or quilt, desk lamp, mirror 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 seasonal clothing. You'll find that you will wear mostly casual clothing when not in class.

Culinary Arts and Baking & Pastry Arts students receive three chef coats and two pairs of chef pants, and are responsible for keeping them clean. When in lab classes, Culinary Arts and Baking & Pastry Arts students must wear their

full chef's uniform. These students will be provided with new uniforms at each academic level. Additional chef's uniforms may be purchased at the Village Bookstore. While in academic classes, all students (including Culinary) are required to conform to the campus' professional dress policy.

#### WHAT KIND OF SECURITY IS PROVIDED ON CAMPUS?

All residence halls have 24-hour supervision and no one is authorized to enter unless he or she has a student ID or is accompanied by a student living in the building. For more information on the Safety & Security Office, see Page 55.

#### CAN I HAVE OVERNIGHT GUESTS?

Both of the residence halls and City View Towers have visitor/guest policies. For complete policy details, please refer to the Residential Life Web site, [www.jwu.edu/charlotte/reslife](http://www.jwu.edu/charlotte/reslife).

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

The possession or use of alcoholic beverages anywhere on university premises is prohibited except for lawful use at events, operations, or programs sanctioned by university officials.

#### IS THERE A CURFEW?

There is no curfew, but students must respect quiet hours, which are from 8 p.m. to 8 a.m., Sunday through Wednesday; and midnight to 8 a.m., Thursday through Saturday. During final exam weeks, 24-hour quiet hours are in effect.

#### WHAT'S THE FOOD LIKE?

Although it is not always possible to provide special menus for religious, health or personal reasons, Johnson & Wales University's 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.

#### HOW DOES THE WEEKEND MEAL PLAN WORK?

The Weekend Meal Plan is an optional plan that provides two meals daily Friday through Sunday for students who wish to have weekend meals in a university dining facility (excluding designated holiday periods and breaks between terms). If you elect this plan and later wish to discontinue, you must notify Residential Life in person with your student identification card prior to the next term. Students may only drop this plan during the first two weeks of the term.

#### WHERE CAN I CONDUCT PERSONAL BANKING?

The following are some of the larger banks in the area, with branches close to JWU residence halls.

Bank of America, 100 North Tryon Street,  
704-386-5478 or 2823 South Blvd.,  
704-386-5326

BB&T, 200 South College Street,  
704-375-5356 or 101 Queens Road,  
704-954-2005

First Citizens Bank, 128 South Tryon Street,  
704-338-4000 or 5400 South Boulevard,  
704-338-4112

Wachovia Bank, 301 South College Street,  
704-383-5111 (walk-up teller) or 401 South  
Tryon Street (full service), 704-374-6025 or  
2910 South Blvd., 704-523-3113

#### WHERE CAN I ATTEND RELIGIOUS SERVICES?

The following are places of worship representing some of the major religious denominations. For a complete listing, please consult the Charlotte Yellow Pages.

First Baptist Church, 301 S. Davidson Street,  
704-375-1446

St. Peter's Episcopal Church,  
115 W. 7th Street, 704-332-7746

Temple Israel, 4901 Providence Road,  
704-366-1948

First United Methodist Church,  
501 N. Tryon Street, 704-333-9081

Mt. Moriah Primitive Baptist Church,  
747 West Trade Street, 704-376-8806

St. Peter's Catholic Church,  
507 S. Tryon Street, 704-332-2901

Holy Trinity Greek Orthodox,  
600 East Boulevard, 704-334-4771

St. Mark's Lutheran Church,  
1001 Queens Road, 704-375-9185

First Presbyterian, 200 West Trade Street,  
704-332-5123

#### 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 CHARLOTTE?

The Charlotte Campus buildings (residence halls, Academic Center, Gateway Center, library, bookstore, Career Development & Alumni Relations and Student Academic & Financial Services) are all within a three-block radius and require just a short walk to get from one to the other. Students can use the free Gold Rush Trolley that services the entire Center City area or Charlotte Area Transit Service (CATS) to get around the city of Charlotte and surrounding areas. Bus passes can be purchased from the campus bookstore at a 20 percent discount. Private taxi services are also available for trips to and from suburban shopping areas and the airport.

#### WHERE ARE THE LOCAL AIRPORT, BUS AND TRAIN STATIONS?

Charlotte Douglas International Airport is located approximately 20 minutes from the campus. Most major airlines fly in and out of Charlotte Douglas. To make travel arrangements, contact your local travel agent or the airline of your choice.

The Greyhound Bus Lines terminal is located at 601 West Trade Street. For a Greyhound Bus schedule, call 800-231-2222.

Amtrak Passenger Service has a Charlotte terminal located at 1914 N. Tryon Street. For general information and reservations, call 1-800-872-7245 or 704-376-4416.

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

The Health Services office is located on the second floor of the Academic Center. Both resident and commuter students may use these facilities.

Should you become ill when a nurse is not on duty, speak to your resident assistant — he or she will seek help if necessary.

Commuting students can likewise seek assistance from the resident assistant at any residence hall when a nurse is not on

duty. Cases not treatable by the nurses will be referred to the university physician. Emergency cases will be transported to an area hospital.

#### CAN I HAVE A CAR ON CAMPUS?

Yes, you may bring a car to school, but keep in mind that limited parking is available. Students, both resident and commuter, who plan to bring a vehicle on university property must register this vehicle with the Safety & Security Office upon arrival. Parking permits are purchased on a yearly or term basis. The fee for residents is \$400 per year or \$150 per term.

Parking permits are obtained from the Safety & Security Office. Students must complete the permit application, make the annual or term payment, and present the following documents:

- 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.

#### IS THERE PARKING AVAILABLE OFF CAMPUS?

There are several parking lots and garages near the campus. Plan to spend \$75 to \$150 a month to rent a space.

#### HOW WILL CLASSES BE SELECTED MY FIRST YEAR?

All freshmen are registered for courses first term by Student Academic & Financial Services. Students register for courses online via the university's uconnect system in their second term and throughout their JWU academic career.

# Financing Your Education

## TUITION AND FEES

The following tuition and fees schedule is effective for the 2008–2009 academic year. Tuition and fees are subject to change annually.

<b>Annual Tuition</b>	\$21,297
<b>General Fee</b>	\$1,023
<b>Room and Board</b>	\$8,892
<b>Weekend Meal Plan (Optional)</b>	\$1,026

**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 20.5 quarter credit hours will be charged for each quarter credit over 18.

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

**Room and Board** is for the academic year and includes residence hall accommodations and three meals daily on class days only (generally Monday through Thursday).

The **Optional Weekend Meal Plan** provides two meals daily from Friday through Sunday for students who wish to have weekend meals in a university dining facility (excluding designated holiday periods). Residence hall students **may only remove the plan through the first two weeks** of each term. After that time, the charge **cannot** be credited for that term. The weekend meal plan can be added at any time during the term but will be charged a prorated fee.

## DEPOSITS AND OTHER FEES

### **Reservation Deposit** **\$300**

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

Upon submitting a university reservation deposit, students become eligible to select an on-campus room assignment. Students who deposit by April 2008 will optimize their chances to secure a residence hall of their preference. If a deposit is received after April 2008, residence hall preferences cannot be guaranteed. Students must also have an approved payment plan with Student Academic & Financial Services by July 11, 2008 in order to guarantee a room assignment. Students who establish an approved payment plan after July 11, 2008 could be placed in a temporary assignment regardless of deposit date, although Residential Life will make every effort to assign students to permanent room assignments.

### **Orientation Fee** **\$265**

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

### **Extension Students**

Tuition rates for extension students are billed based on the number of quarter credit hours scheduled.

### **Early Enrollment Program Tuition**

Early Enrollment Program tuition is 50 percent of the 2008–2009 tuition charge. Refer to Page 21 for a description of the **Early Enrollment Program**. Early Enrollment Program students are also subject to appropriate university fees, including full general fee and full room and board charges. Early Enrollment Program students are not eligible for any federal financial aid while enrolled in the program. Early Enrollment Program

students should contact Student Academic & Financial Services for information on alternative funding and to determine how scholarships they are receiving will be affected while in the Early Enrollment Program.

### **Student Health and Accident Insurance**

All day school students are covered by a health and accident insurance plan. Insurance information sheets are available at Check-In and at several locations throughout the university. Insurance cards and brochures are mailed to students within four weeks of their enrollment. Refer to the insurance brochure for a definition of the effective date of coverage and the opportunity to continue coverage over the summer.

### **Books and Supplies**

The cost of books and supplies is approximately \$700–\$900 per academic year. These costs are not applied to the student's invoice. Books and supplies must be paid for at the university's bookstore at the time of purchase. The bookstore operates a textbook sales/buy-back program to help students minimize these costs.

## **PAYMENT OPTIONS**

### **I. Annual Payments**

Students 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 Check-In due date of July 11, 2008.

### **II. Term Payments**

Students may choose to make three payments a year, which are payable by the publicized Check-In due dates established prior to each term. The Check-In due date for September 2008 is July 11, 2008.

### **III. Monthly Payments**

Students may choose to pay the annual amount due in convenient monthly payments. This option is available through Tuition Management Systems (TMS). There is an

enrollment fee to participate; however, the payments are interest free. Students interested in this option must contract with TMS and pay the first payment, in addition to the enrollment fee, by the Check-In due date of July 11, 2008.

All Johnson & Wales University students must fulfill their financial obligations to the university by the Check-In due date of July 11, 2008. (All off-term entrants must meet the financial obligation by the published date for that term.)

To meet your financial obligation you must do one of the following by the published due date:

- Make a full term payment
- Contract with TMS and pay the first monthly payment, as well as the enrollment fee
- Have an approved loan which covers the annual balance
- Have an approved payment plan with Student Academic & Financial Services using a combination of the above options

Students who do not fulfill their financial obligation by the Check-In due date will have their housing assignment removed. In addition, their acceptance to enroll for the 2008-2009 academic year may also be revoked.

## **REFUND POLICIES**

**General Policy:** To the extent that any charges due to the university remain unpaid, no refund check will be issued. No tuition or fees will be assessed for terms that the student does not begin. Students who withdraw from the university prior to the end of the academic year will have their financial aid adjusted.\* Institutional grants and scholarships will be reduced in proportion to any tuition credit received as defined in the university's Withdrawal Credit Policy. Full-term eligibility for institutional loans will be credited to the student's account to the extent that any charges are due the university.

\* 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.



The distribution formula for the institutional refund to the Federal Student Financial Aid program will be calculated according to federal regulations. The university's Withdrawal Credit Policy applies to all withdrawals from the university, voluntary or involuntary.

Term charges, institutional merit scholarships and institutional aid 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. Merit scholarships and institutional aid are defined as any source of funding from Johnson & Wales University. The General Fee is nonrefundable. The official notice of withdrawal from the university may be done in person or by written notification through Student Academic & Financial Services. Refunds are calculated by the date of termination which is based on the date Student Academic & Financial Services receives notification of withdrawal from the student or faculty member. Any refund due will be issued within 45 days after the date that the university was first notified of the withdrawal.

### **University Withdrawal Credit Policy**

If a student terminates during:

- the first or second week of the term, the university will credit 90 percent of the term charges. If eligible, all institutional aid/scholarships for that term will be adjusted to 10 percent.
- the third or fourth week of the term, the university will credit 50 percent of the term charges. If eligible, all institutional aid/scholarships for that term will be adjusted to 50 percent.
- the fifth or sixth week of the term, the university will credit 25 percent of the term charges. If eligible, all institutional aid/scholarships for that term will be adjusted to 75 percent.

After the sixth week of the term, students will be responsible for 100 percent of the term charges and will receive 100 percent of that term's eligible institutional aid/scholarships.

Examples of university refund policies are available upon request in the Student Academic & Financial Services Office. Refer to Page 36 for the Federal Withdrawal Policy.

## **FINANCIAL OBLIGATIONS**

Continued enrollment as a student in good standing and certain other student benefits (diplomas, transcripts, 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 that financing an education may be a very complex process for many students. In order to assist students and their families in these matters, Johnson & Wales has established a staff of financial planning counselors. These counselors are available to work with students and their families on an individual basis to help them best utilize their own funds and other available resources to meet educational expenses. For more information and assistance, call 1-866-598-2427 and ask to be connected with Student Academic & Financial Services.

### **FINANCIAL AID**

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

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

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

In an effort to reduce the loan burden during the student's first year, Johnson & Wales University will attempt to package 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 steps listed below and submit all required documentation as soon as possible after January 1. **Students must reapply for financial aid each year.** Student Academic & Financial Services holds all information in strict confidence.

#### 1. Personal Identification Number (PIN)

Students and their parents can apply for a PIN at [www.pin.ed.gov](http://www.pin.ed.gov). The PIN allows students and parents to sign the FAFSA electronically and to correct previously processed FAFSA information online. Both the student and at least one parent must apply for a PIN.

#### 2. Free Application for Federal Student Aid (FAFSA)

The Free Application for Federal Student Aid is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). This form must be completed as soon as possible after January 1. The information for financial assistance is then processed by the Federal Processor and sent to the Student Academic & Financial Services Office at the university. **The FAFSA code is 003404.**

#### 3. Independent Students

To be considered independent for financial aid purposes for the 2008–2009 academic year, students must answer yes to one of the following questions:

1. Were you born before January 1, 1985?
2. At the beginning of the 2008–2009 school year, will you be working on a master's or doctorate program (such as an M.A., M.B.A., M.D., J.D., Ph.D., Ed.D. or graduate certificate, etc.)?
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, 2009?
6. Are both of your parents deceased, or are you or were you (until age 18) a ward/dependent of the court?
7. Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?
8. Are you a veteran of the U.S. Armed Forces?

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

#### 4. Verification and Other Documentation

Student Academic & Financial Services may request additional documentation to verify information provided on the FAFSA. 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 will not be complete until all requested documentation has been received and reviewed by the Financial Aid Office. In addition, all student loan borrowers must attend an entrance and exit counseling session during which the student will be advised on his/her loan obligations.

#### STUDENT ELIGIBILITY REQUIREMENTS

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

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

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

#### **Federal Academic Competitiveness Grant (ACG)**

This federally funded program provides financial assistance to students who are U.S. citizens and are eligible for the Federal Pell Grant. The ACG is available to first-year students who have completed a rigorous secondary high school program of study after January 1, 2006. (Johnson & Wales will evaluate criteria.) First-year students may receive up to \$750 for their first academic year. Second-year students may be eligible for up to \$1,300 if they have completed a rigorous high school program of study after January 1, 2005, have a cumulative 3.00 GPA and are eligible to receive a Pell Grant.

#### **Federal Pell Grant**

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

#### **Federal Supplemental Educational Opportunity Grant (SEOG)**

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

#### **Federal Work-Study Program**

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

Work-study gives students the opportunity to earn money to help pay 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 Student Academic & Financial Services.

#### **Federal Perkins Loan**

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

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

#### **Federal Subsidized Stafford Loan**

This loan program provides low-interest loans to students who demonstrate financial need. A Master Promissory Note for these loans will be mailed to all eligible students with their Annual Financial Statement.

Students may borrow up to a maximum of \$3,500 per academic year for the first year of undergraduate study, \$4,500 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.

Students have the right to select any U.S. Department of Education approved lender for Stafford loans.

### **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.

Students have the right to select any U.S. Department of Education approved lender for Stafford loans.

### **The Parent Loan Program for Undergraduate Students (PLUS)**

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

PLUS Master Promissory Note as well as a Loan Amount Request Form. Repayment of this loan must begin within 30 days of the time the loan is fully disbursed. The borrowing limit is the total cost of attendance, minus any financial aid being received.

Borrowers have the right to select any U.S. Department of Education approved lender for PLUS loans.

Applications for these loans are available in Student Academic & Financial Services.

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

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

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

Students are eligible to receive financial aid as long as they maintain satisfactory academic progress as defined on Page 42 of this catalog.

and in the Student Handbook. Students who fail to maintain satisfactory academic standing will be notified by Student Academic & Financial Services. All financial aid will be suspended until satisfactory academic progress is again achieved.

### **Return of Title IV Funds (federal aid)**

When students withdraw during a payment period or period of enrollment, the amount of 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 may be able to receive those additional funds. Students who received more assistance than what they earned must return the excess funds.

The amount of federal 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 federal 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 federal assistance.

The student's loan monies (subsidized, unsubsidized and PLUS) must be here before the student's notification date, in order for the money to be considered within the formula. If the student is eligible for a post disbursement, a written notice will be mailed requesting the consent of the borrower to post to the student's account. The amount of institutional assistance earned is based on the week that the student withdraws from the university and follows the percentage the university credits the student's charges (Page 32).

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.

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 Perkins Loan, the Unsubsidized/Subsidized Stafford Loan, the Parent PLUS Loan, the Pell Grant, Academic Competitiveness Grant, the National SMART Grant, the FSEOG program, all other sources of aid, and the student.

### **FINANCIAL AID PROGRAMS**

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

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

### **Johnson & Wales Grant**

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

### **FINANCIAL ASSISTANCE, SCHOLARSHIPS AND WORK PROGRAMS**

Last year, Johnson & Wales University awarded more than \$74 million in institutional aid to students. Awards range from \$500 to full tuition. Scholarships, grants, loans and work programs awarded depend on the university budget, and are dependent on students meeting program eligibility requirements. These programs are only available to full-time, undergraduate, day school students during the academic year and are not available during the summer term. *Note: Scholarship funds are applied to the student's account with the university in three equal disbursements by term (e.g., a \$3,000 Presidential Academic Scholarship recipient would receive \$1,000 per term).*

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 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 Admissions or Student Academic & Financial Services.

### **Alpha Beta Gamma (International Honor**

**Society) Scholarship:** A scholarship up to \$5,000 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**

**Scholarship (BPA):** The university offers a number of BPA scholarships ranging from \$1,000 up to full tuition. Awards are based on BPA activities and academic record, and are renewable based on continued involvement in and support of BPA. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to enrollment.

### **Career through Culinary Arts Programs (C-CAP):**

The university awards these scholarships of up to full tuition 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.

**Culinary Essentials Scholarship:** The university awards a number of \$1,000 renewable scholarships to students who have participated in the Culinary Essentials program. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). *Amount of scholarships awarded for participation in specific high school curricula may be limited to one per student.*

**DECA Scholarship:** The university awards a number of DECA scholarships ranging from \$1,000 up to full tuition. Awards are based on DECA activities and academic record, and are renewable based on continued involvement in and support of DECA. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to enrollment.

### **Distinguished Visiting Professor Scholarship:**

The School of Arts & Sciences, The Hospitality College and the 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:** These scholarships are based on institutional policy, with qualifying criteria stated in the Johnson & Wales employee handbook. Applications are available at the Human Resources & Payroll Department; a new application is required each year.



**Family, Career and Community Leaders of America (FCCLA):** The university awards a number of FCCLA (formerly FHA-HERO) scholarships ranging from \$1,000 up to full tuition. Awards are based on FCCLA activities and academic record, and are renewable based on continued involvement in and support of FCCLA activities. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to enrollment.

**Family Scholarship:** If two or more members of your family are simultaneously enrolled in full-time day school degree programs at Johnson & Wales University, each enrolled student is granted as much as a \$2,000 university scholarship per academic year (September–May). For more information, contact Student Academic & Financial Services.

**Future Business Leaders of America Scholarships (FBLA):** The university awards a number of FBLA scholarships ranging from \$1,000 up to full tuition. Awards are based on FBLA activities and academic record, and are renewable based on continued involvement in and support of FBLA. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to your enrollment.

**Gaebbe Eagle Scout Award:** A number of nonrenewable grants of \$1,000 are available to entering freshmen who have achieved the rank of Eagle Scout in the Boy Scouts of America. Applications are available from the National Student Organizations Office at JWU or online at [www.jwu.edu/admiss/scholarships](http://www.jwu.edu/admiss/scholarships). The deadline for application is February 1, prior to enrollment.

**Girl Scout Gold Award Scholarship:** A number of nonrenewable grants of \$1,000 are available to entering freshmen who have earned the Girl Scout Gold Award. Applications are available from the National Student Organizations Office at JWU or online at [www.jwu.edu/admiss/scholarships](http://www.jwu.edu/admiss/scholarships). The deadline for application is February 1, prior to enrollment.

**Junior Achievement (JA):** The university offers a number of JA scholarships ranging from \$1,000 up to full tuition. Awards are based on JA activities and academic record, and are renewable based on continued involvement in and support of JA activities. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to enrollment.

**Lodging Management Scholarship:** JWU offers a number of \$1,000 renewable scholarships for students who have participated in the Lodging Management program. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). *Amount of scholarships awarded for participation in specific high school curricula may be limited to one per student.*

**National FFA:** Johnson & Wales University awards a number of FFA scholarships ranging from \$1,000 up to full tuition. Awards are based on FFA activities and academic record, and are renewable based on continued involvement in and support of FFA. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to enrollment.

**National Academy Foundation (NAF) Scholarship:** The university awards a number of \$1,000 renewable scholarships to students who have participated in a National Academy Foundation program. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). *Amount of scholarships awarded for participation in specific high school curricula may be limited to one per student.*

**National High School Chef of the Year Contest:** This annual contest is Johnson & Wales' search for the best young chefs. Winners will receive tuition scholarships ranging from \$3,500 up to full tuition. Applications are available from the Admissions Office.

**Phi Theta Kappa (International Honor Society) Scholarship:** A scholarship up to \$5,000 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:**

JWU awards academic scholarships to incoming students who are in the top third of their class and demonstrate academic excellence. Awards range from \$2,500 to full tuition and are renewable provided the recipient's GPA does not fall below 2.75.

**Pro-Start Scholarship:** JWU offers a number of \$1,000 renewable scholarships for students who have participated in the Pro-Start program. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). *Amount of scholarships awarded for participation in specific high school curricula may be limited to one per student.* The deadline for application is February 1, prior to enrollment.

**SkillsUSA:** The university awards a number of SkillsUSA scholarships ranging from \$1,000 up to full tuition. Awards are based on SkillsUSA activities and academic record, and are renewable based on continued involvement in and support of SkillsUSA. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to enrollment.

**Technology Students Association (TSA)**

**Scholarships:** The university awards a number of TSA scholarships ranging from \$1,000 up to full tuition. Awards are based on TSA activities and academic record, and are renewable based on continued involvement in and support of TSA. Apply for admission online at [www.jwu.edu/apply](http://www.jwu.edu/apply). The deadline for full tuition scholarship eligibility is February 1, prior to enrollment.

**Transfer Scholarship:** An unlimited number of transfer scholarships up to \$3,000 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 3.00 cumulative average. Students must maintain a GPA of 2.75 in order for the scholarship to be renewed. The scholarship application is the application for admission to the university.

**Tuition Exchange Scholarship:** Students who meet the qualifications of both Johnson & Wales and the participating exchange college or university may be awarded up to full tuition. Applications are available at the participating institutions which are listed on the tuition exchange Web site, [www.tuitionexchange.org](http://www.tuitionexchange.org).

**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 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 up-to-\$2,000 scholarship 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 to New York residents. Applications are available at the Student Academic & Financial Services Office. The deadline is August 31. Awards range from \$500 to \$2,000 based on residence, and are renewable by maintaining satisfactory academic progress.

**OUTSIDE SCHOLARSHIPS**

There are many other potential scholarship sources that students should consider to help finance their education. 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. To view a guide to free scholarship searches online, please visit the Johnson & Wales Web site at [www.jwu.edu/sfs/scholar.htm](http://www.jwu.edu/sfs/scholar.htm).

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.

#### **North Carolina Legislative Tuition Grant:**

The state of North Carolina provides JWU grant resources to distribute to permanent N.C. residents. All permanent North Carolina residents, regardless of financial need, are eligible to receive up to \$1,950 annually (\$650 per term, not available for the summer term). Students must meet the current N.C. residency requirements of the University of North Carolina and be enrolled full time in a degree-granting program at a private college or university in North Carolina. Students must maintain satisfactory academic progress according to JWU guidelines. Students with a previous bachelor's degree or seeking a second associate degree are not eligible for this grant.

**JWU N.C. Legislative Tuition Grant:** In addition to the N.C. Legislative Tuition Grant, permanent N.C. residents may also be eligible to receive a grant of up to \$1,950 annually from JWU (\$650 per term, not available for the summer term). Students must meet the same residency requirements as for the N.C. Legislative Tuition Grant and file a Free Application for Federal Student Aid (FAFSA) before March 14, 2008. Unlike the N.C. Legislative Tuition Grant, students must also demonstrate financial need to qualify for this grant. JWU 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. Students with a previous bachelor's degree or seeking a second associate degree are not eligible for this grant.

#### **North Carolina Student Incentive Grant:**

Eligible students may receive up to \$700 annually. This award is based on financial need. Students must submit the FAFSA by March 14, 2008 and have a \$0 Expected Family Contribution (EFC). Prior to September enrollment at Johnson & Wales University, students must demonstrate that they are U.S. citizens, permanent residents of North Carolina and enrolled as full-time students. Students must maintain satisfactory academic progress in accordance with JWU guidelines for continued eligibility and be eligible to receive Title IV funds. Award recipients, initial eligibility and amount of awards are determined by the College Foundation of North Carolina.

#### **North Carolina Education Lottery Scholarship:**

Eligible students may receive up to \$2,500 annually. This award is based on financial need. Students must complete a FAFSA and have an \$1,801 to \$5,000 Expected Family Contribution (EFC). Prior to September enrollment at Johnson & Wales, students must demonstrate that they are U.S. citizens, permanent residents of North Carolina and enrolled as full-time students. Students must maintain satisfactory academic progress in accordance with JWU guidelines for continued eligibility and be eligible to receive Title IV funds. Award recipients, initial eligibility and amount of awards are determined by the College Foundation of North Carolina.

**State Contractual Scholarship Fund:** North Carolina provides additional resources to JWU to distribute to permanent residents based on financial need. This evaluation is based on the information filed in the student's FAFSA. Eligible students may receive \$1,350 annually, although this amount is subject to change. Students must meet the current N.C. residency requirements of the University of North Carolina, be enrolled full time in a degree-granting program at JWU's Charlotte Campus and maintain satisfactory academic progress according to JWU guidelines. Students with a previous bachelor's degree or seeking a second associate degree are not eligible for this grant.

**State Grants/Scholarships:** Students from the following states may be eligible for state grant money:

Connecticut  
Delaware  
Maryland  
Rhode Island  
Vermont  
Washington, D.C.

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

**The American Hotel Foundation:** Scholarship aid is allocated each year by the foundation to The Hospitality College. Awards are made on the basis of student intent to work in the hotel industry, cumulative average and need. Sophomores who are continuing their education should contact their hospitality advisor for further information.

**Dollars for Scholars:** Johnson & Wales University will match scholarship awards made to entering students by affiliated Dollars for Scholars chapters of Scholarship 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 175 West Jackson Blvd., Suite 1500, Chicago, IL 60604-1010; 312-715-1010.

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

**Assistant Resident Director:** Selection for this program is based on strong academic performance along with experience as a resident assistant. Applications are available at the Office of Residential Life. Awards are up to \$3,000 plus room and board and are renewable based on annual employee performance.

**Fellowship Program:** Selection for this program is based on strong academic performance and successful completion of the externship. Applications are available in the Culinary Administration Office. Awards for 2008–2009 are up to \$9,000 and are renewable based on annual employee performance and 2.75 GPA maintenance.

**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 range from \$6,600 to \$9,300 and are renewable based on annual employee performance.

**Student Assistant Employment Program:** Scholarships are awarded to all students selected for this program. No application is necessary, but a résumé is requested by the hiring department for consideration. Selection is based on strong academic performance and the possession of necessary skills. Awards for 2008–2009 are up to \$3,000 and are renewable based on annual employee performance and 2.50 GPA maintenance.

**Teaching Assistant Program:** Selection for this program is based on strong academic performance and successful completion of the externship. Applications are available in the Culinary Administration Office. Awards for 2008–2009 are up to \$7,500 and are renewable based on annual employee performance and 2.75 GPA maintenance.

SATISFACTORY ACADEMIC PROGRESS

A student must meet the listed standards while enrolled at Johnson & Wales University. Students in certificate or degree programs may receive financial aid for not more than 150 percent of normal program completion time.

Type of Degree	150 percent Completion Time Credit Limit*
Associate	145 quarter credit hours
Bachelor's	275 quarter credit hours

*\*includes awarded transfer, attempted, and completed credits*

If a student exceeds the established 150 percent Completion Time Credit Limit before completing all degree requirements, the student will lose (and be ineligible to receive) financial aid for future terms. Programs vary; consult with Student Academic & Financial Services regarding your particular program.

In addition, students must maintain a specific Grade Point Average (GPA) throughout the maximum 150 percent time frame of program completion (see chart below). Credits attempted include awarded transfer, attempted, and completed credits.

Associate Degree

Credits attempted	Required GPA
20.6–41	1.26
41.1–71.5	1.50
72–107.5	1.75
107.6–114.5	2.0
115–144.5	*
145+	**

Bachelor's Degree

Credits attempted	Required GPA
20.6–41	1.26
41.1–143.5	1.50
144–215.5	1.75
216–224.5	2.0
225–274.5	*
275+	**

*\* Student may be allowed up to two consecutive probationary terms of satisfactory academic progress.*

*\*\* Student loses financial aid eligibility.*

Students will be reviewed at the end of each enrolled term to determine they are meeting the aforementioned satisfactory academic progress criteria. If a student is nearing stated credit and GPA requirements, the student will be notified in writing and placed on probation for up to two consecutive terms. Following the two terms, if the student has exceeded the 150 percent completion requirement and/or has not met the GPA requirement, the student will not be eligible for financial aid for the future term(s), and will be notified in writing of their loss of eligibility. Students may remain eligible to register classes; however, alternative payment arrangements with Student Academic & Financial Services will need to be made.

Students who have extenuating circumstances during a period of probation may appeal to Student Academic & Financial Services. The appeal must be filed within two weeks upon notification of probation. The Review Committee will then respond to the appeal, in writing, within two weeks of receipt. Specific guidelines can be obtained by contacting Student Academic & Financial Services.

LEAVES OF ABSENCE

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

REMEDIAL COURSES

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

# Academic Information

## CLASS SCHEDULES

Undergraduate classes for students are generally scheduled two-to-five days per week, Monday through Friday. The typical schedule for all business and hospitality students, and culinary students not taking labs, is three or four courses per term. Students who are eligible to Web register are advised to maintain a full-time status (12 credits) to be eligible for financial aid.

Occasionally, make-up classes are scheduled, due to holidays or other missed days, to meet minimum classroom hour requirements. The dates of these rescheduled classes are available on uconnect. It is possible that at times a course may not be rescheduled and the student will be responsible for all work as outlined in the syllabus.

## SUMMER SESSIONS

Optional summer session courses may be offered by the university. Individual courses may not be offered in the summer if student interest or enrollment is not sufficient; as a result, summer completion cannot be guaranteed.

Students matriculating at Johnson & Wales are not granted credit for summer session courses taken at other institutions unless prior permission has been granted by Student Academic & Financial Services.

## 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 Student Academic & Financial Services. The following guidelines must be met:

- The student must have an overall grade point average above 2.25.
- There is a limit of three 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," "W," "WF," "I" or "GP."
- Grades of "C" or better (2.0 or equivalent) from an accredited institution may be accepted for transfer.
- The course(s) must be taken within one year of permission being granted.
- Courses cannot be taken locally unless JWU does not expect to offer the class before the student's anticipated graduation date.

Students must submit a request to take classes elsewhere form (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.

Students, as always, are responsible for meeting the requirements of satisfactory academic progress.

## ATTENDANCE

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

Student Academic & Financial Services should be notified immediately of any necessary prolonged absences. The **Student Handbook** contains rules and regulations for frequent or prolonged absences from class.

Students are expected to familiarize themselves with attendance requirements outlined in the **Student Handbook**. The Student Handbook can be found online at [www.jwu.edu/pdf/stuhdbk08\\_nc.pdf](http://www.jwu.edu/pdf/stuhdbk08_nc.pdf).

## UNDERGRADUATE GRADING SYSTEM

The grading system is as follows:

Letter Grade	Grade Range	Quality Points
A+	95–100	4.00
A	90–94	4.00
B+	85–89	3.50
B	80–84	3.00
C+	75–79	2.50
C	70–74	2.00
D+	65–69	1.50
D	60–64	1.00
F	0–59	0.00
W	Withdrawal	0.00
WF	Withdrawal/Fail	0.00
WP	Withdrawal/Pass	
I	Incomplete	
NC	No Credit	
GP	Grade Pending	
AU	Audit	
P	Proficiency	
S/U	Satisfactory/Unsatisfactory	
PL	Prior Learning Assessment	
CX	Challenge Exam Credit	
NG	Not Graded	

Grade reports are viewable on the JWU Student Services Web site, [uconnect.jwu.edu](http://uconnect.jwu.edu).

### Honors Option (H)

If a course was taken as an Honors Program requirement, the grade received will be followed by “H” (for example, AH, BH).

### Failure (F)

Issued if a student maintains required attendance but fails to achieve adequate scholastic progress. The grade is recorded permanently on the student’s academic record. Upon successful completion of the course at a later date, the cumulative average is adjusted to reflect only the passing grade. However, both grades will appear on the academic transcript. This system allows students to recover academically from poor terms and graduate within a reasonable amount of time.

### Withdrawal (W), Withdrawal/Pass (WP), Withdrawal/Fail (WF)

In order to record attempted credits (including for purposes of determining satisfactory academic progress), a grade of W, WP, or WF is recorded when a student withdraws, or is withdrawn due to excessive absences, from a registered course after its add/drop

period has ended. Students withdrawing from graduate and postgraduate level courses are eligible for a W grade only. A W is a punitive and failing grade issued at the instructor’s discretion, and is entered permanently into the term and cumulative grade point averages. In order to qualify for a WP, the student must have an estimated grade of 60 or higher at the time of withdrawal. This grade is not entered into the term and cumulative grade point averages. If the estimated grade is below 60, the student will be issued a WF, which is entered into the term and cumulative grade point averages as a failing grade until successful completion of the course at a later date.

### Incomplete (I)

Issued to students if they are unable to complete course requirements (because of authorized absences due to service commitment or illness). Outstanding work must be completed within two weeks of the exam class day (or six days in a culinary laboratory class) or the grade will automatically become an “F.”

### No Credit (NC)

A non-punitive designation issued to a student who has been authorized to withdraw from class, or the university, due to extenuating circumstances or who has withdrawn from the university prior to mid-term.

### Grade Pending (GP)

A temporary mark given when the completion of course requirements is still underway. A grade pending is not calculated into the cumulative average and is generally used under extreme, extenuating circumstances. If a grade is not submitted to replace the “GP” within one year, it will automatically become an “F.”

### Audit (AU)

Issued when no academic credit is granted. The academic work required in an audit situation is at the discretion of the individual faculty member. Audited classes require normal tuition fees, and must be scheduled during the regular scheduling process. Prerequisite course requirements must be met. Not applicable for laboratory classes.

**Proficiency (P)**

Granted for achievement of multiple levels of skills in progression where the self-paced approach is in effect. This grade is not calculated into the cumulative average.

**Prior Learning (PL)**

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.

**Satisfactory/Unsatisfactory (S/U)**

Used for designated courses throughout the university.

**Challenge Exam (CX)**

Granted for specifically designated courses upon successful completion of department challenge exams.

**No Grade (NG)**

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

**ACADEMIC AND PERFORMANCE 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, including writing, associated with a student's academic course work. 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 are printed on official paper and then placed in sealed envelopes issued directly to the student or authorized designee. Official transcripts may be released only upon written request of the student; this is done in accordance with the Family Educational Rights and Privacy Act (FERPA). The university does not charge a fee

for transcripts. Students are only allowed 10 transcripts per year. Transcripts will not be released if a student is not current in all financial obligations to the university. Transcripts are not official if faxed. Allow three business days for processing. Students intending to pick up transcripts in-person must make the request in person at Student Academic & Financial Services or complete a transcript request.

Unofficial transcripts may be obtained via the JWU Student Services Web site, [uconnect.jwu.edu](http://uconnect.jwu.edu).

**ACADEMIC STANDARDS**

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

Withdrawals (Page 44), grades of "incomplete" (Page 44), failures (Page 44), repeated courses (Page 46), and transfer courses (Page 48) may affect a student's academic standing and progress. Remedial courses are not included in a student's program of study and therefore will not be reflected in the student's GPA. Johnson & Wales does not offer courses on a pass/fail basis.

**ACADEMIC PROBATION**

The student will be placed on academic probation if his or her GPA is less than 2.0, but higher than suspension standards. All students placed on probation will be advised by their academic counselor and will be offered appropriate resources. Students may matriculate on probationary status for no more than three consecutive terms.

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



Students on probation who achieve a 2.0 or better GPA will return to good academic standing. Students on academic probation will need to meet with academic counselors before registering for courses. Web registration is not available to students on academic probation until they meet with an academic counselor.

#### SUSPENSION

Students will be placed on suspension if the student's GPA is below a 1.00 after the first term; if the student's GPA is below a 1.25 after the second term; if the student's GPA is below a 1.50 after the third term. The suspended student is not allowed to matriculate at the university and is expected to work on academic deficiencies. The student must petition the Committee on Academic Standing in order to reinstate and matriculate at the university. The student must provide documentation of academic improvement.

#### COURSE REPETITIONS AND INCOMPLETES

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

#### MITIGATING CIRCUMSTANCES

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

Suspended students, after one term of non-matriculation, may appeal in writing to the Committee on Academic Standing. Dismissed students may appeal in writing to the Academic Appeals Committee. All letters should be received in Student Academic & Financial Services no later than six weeks after dismissal. Committee decisions are final.

Students who reinstated into the university will be placed on "Academic Warning" and will be allowed to schedule for 13.5 credits in academic classes or 15 in laboratory classes. In addition, students are required to attend a mandatory study skills strategies seminar and tutoring in the content areas. Failure to complete this requirement will result in immediate dismissal. These students risk permanent dismissal from the university if they are unable to meet the academic guidelines.

#### ACADEMIC ACHIEVEMENT STANDARDS

##### **Status: first term of enrollment (attempting 0–20.5 credits)**

##### **End of Term Outcome**

below 1.00 = suspension  
1.00–1.99 = 1st term on probation  
2.00 or higher = good standing

##### **Status: first term on probation**

##### **End of Term Outcome**

below 1.00 = dismissal  
1.00–1.25 = suspension  
1.26–1.99 = 2nd term on probation  
2.00 or higher = return to good standing

##### **Status: second consecutive term on probation**

##### **End of Term Outcome**

0–1.25 = dismissal  
1.26–1.49 = suspension  
1.50–1.99 = 3rd term on probation  
2.00 or higher = return to good standing

##### **Status: third consecutive term on probation**

##### **End of Term Outcome**

0–1.50 = dismissal  
1.51–1.99 = suspension  
2.00 or higher = return to good standing

#### COURSE REPEAT PROBATION

Undergraduate students will be allowed no more than three (3) attempts to complete each course successfully. Students who pass a course, but wish to improve their grade, may repeat the course if it is available. The highest grade earned will be calculated into the grade point average.

## REQUIRED COURSES

Students who fail a course after a second attempt will be assigned an academic standing hold and will be placed on academic probation. Basic Mathematics, CAR and ENG0001 English Writing Workshop courses are not included in this policy and students have the opportunity to retake these courses more than three times.

## DISMISSAL

Students who fail the same course after a third attempt may be academically dismissed.

## SUSPENSION

Students who attempt the same course three times and earn grades of W, WP, WF or any combinations of W's, WP's, WF's, or F's will be assigned an academic standing hold; these students may be subject to academic suspension if the course is not successfully completed during the next course offering.

## APPEALS

Students can appeal their academic suspension or dismissal if extenuating circumstances exist. These appeals are made to the Academic Appeals Committee. A student may appeal only once, and the decision of the committee is final.

## CONCENTRATIONS

In programs that require a concentration, students will be given the following options in the event that they cannot successfully complete a concentration course requirement at the third attempt:

1. Make an alternate concentration course selection (if available) or
2. Select a new concentration to meet degree requirements.

## COURSES NOT REQUIRED

If the attempted course is not a specific degree requirement, the student will be unable to attempt the course again. The student must then select an alternate course to meet degree requirements.

## GRADUATION REQUIREMENTS

If the attempted course is a mandated graduation requirement such as Career Management courses, Sanitation Certification or Writing

Workshop, the student has a maximum of nine (9) terms to complete the course.

## UNIT OF CREDIT

The university measures academic progress using the quarter credit hour system. Courses are offered in three formats and may combine two or more of those formats, which are: lecture, laboratory and experiential.

Generally, one quarter credit represents 10 hours of instruction, which includes class lecture and additional activities; one quarter credit hour equals two laboratory hours or three experiential hours. Furthermore, all courses require additional hours of study and preparation outside of the classroom or learning environment.

## RESIDENCY REQUIREMENT

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

## COMMUNITY SERVICE LEARNING

All full-time undergraduate students at the Charlotte Campus of Johnson & Wales University have the opportunity to complete a Community Service Learning (CSL) experience. The CSL experience is embedded in the LEAD2001 Foundations of Leadership Studies course. CSL is designed to introduce students to the concepts behind service learning, volunteerism and civic responsibility while participating in a hands-on service experience at a local community-based organization. Failure to fulfill this requirement, as outlined in class, will have a negative impact on the student's grade.

Transfer students who have been granted credit for LEAD2001 should contact the director of community outreach to schedule their CSL experience prior to graduation.

## GRADUATION REQUIREMENTS

All students **must** submit an online diploma application **one academic year** prior to their graduation term in order to receive a diploma. Students must file one application for **each** expected degree (i.e. associate, bachelor's). The application ensures that students are reviewed for graduation at the correct time, that correct information is presented on the diploma and that it is mailed to the correct address.

Graduation requires successful completion of a prescribed sequence of study and a minimum 2.00 grade point average. Students with a cumulative GPA below 2.00 will be in noncompliance with the criteria for good academic standing and may be subject to academic dismissal. Furthermore, as required by their program, all students must successfully complete career management course sequences (CAR1001 and CAR0010), and any and all requirements as indicated in the catalog (for example, culinary/pastry/hospitality students are required to take FSM1065 Food Safety and Sanitation Management and must pass a national certification exam recognized by the Conference for Food Protection to fulfill graduation requirements).

All associate-level degrees require the completion of a minimum of 90 quarter credits. All bachelor's-level degrees require a minimum of an additional ninety (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.

## WRITING REQUIREMENT

Students who graduate with a bachelor of science degree must leave Johnson & Wales with effective writing skills. To help them meet this requirement, all students entering or transferring to the university are required to achieve a minimum score of "validated" in a Performance Transcript assessment prior to graduating with a bachelor of science degree. Depending on the major, these writing skills will be assessed at the completion of ENG1021 Advanced Composition. If a "validated" assessment is not achieved at this point, students must successfully complete ENG0001, a Performance Transcript Writing course, and achieve a "validated" score. This, in effect, is a graduation writing requirement for all students pursuing a bachelor of science degree from JWU.

## HONORS

Eligible degree candidates receive *cum laude*, *magna cum laude* and *summa cum laude* recognition according to their academic program average. Students with the designated GPA are eligible to 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 AND CAREER PREREQUISITES

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

Students who are interested in transferring to JWU should see Page 21 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 GPA of 3.40 or above receive Dean's List commendation.

## 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 their high school graduating class, submitted SAT or ACT scores above the national average, and entered JWU in the fall of their freshman year.

Honors students enroll in honors sections of some general studies courses and may choose the honors option (H-option) in other courses.

Students enrolled in the Honors Program often receive preference for on-campus interviews, tutorial positions, resident assistant positions, freshman housing and residence hall roommate assignments. Early graduation is possible through accelerated course work.

Two honors designations are available upon graduation. To receive the "Honors Scholar" designation, graduating seniors must successfully complete a number of general studies honors courses in addition to some H-option courses. To receive the "University Honors Scholar" designation, graduating seniors must also successfully complete RSCH3001 and submit an accepted Honors Thesis.

### Business/Hospitality

At the bachelor's level, students must complete a total of 12 honors/H-option courses for a designation as an Honors Scholar. Honors students who also submit an accepted scholarly paper receive the University Honors Scholar designation.

### Culinary Arts/Baking & Pastry Arts

At the associate level, students must complete a total of nine honors/H-option courses, including labs, for a designation.

At the bachelor's level, students must complete a total of 16 honors/H-option courses/labs for a designation as an Honors Scholar. Honors students who also submit an accepted scholarly paper receive the University Honors Scholar designation.

## CONCENTRATIONS

The College of Business offers 13.5 quarter credit hour concentrations in Entrepreneurship, Financial Services Management, Human Resources Management, Marketing Communication and Operations Management.

The Hospitality College offers 13.5 quarter credit hour concentrations in Beverage Service Management; Entertainment Management; Entrepreneurship, Food & Beverage Management; International Hospitality Operations Management; Sales, Meeting & Event Management; Sports & Entertainment Facility Management and Sports Management.

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

NOTE: Particular majors which are not eligible for specific concentrations are listed in the "notes" section following each concentration's requirements.

Successful completion of a concentration is recorded on the student's transcript upon graduation.

## ACADEMIC COUNSELING

Academic counselors are available in the Student Academic & Financial Services Office to assist students with preparation for graduation. Their goal is to assist students in evaluating, developing, and maximizing their potential by providing guidance and support.

All students are encouraged to meet with an academic counselor. Such a meeting is required for students experiencing academic difficulty. Appointments are recommended.

## ACADEMIC HONOR SOCIETIES

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

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

### 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. Students accepted into SHARP may register for up to 25.0 credits during the fall, winter and spring terms with no additional fees. Interested students must complete a SHARP application and return the completed form to Student Academic & Financial Services. 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 GPA of 3.0.
2. New transfer students who maintained full-time enrollment at a previous institu-

tion and each term earned a cumulative GPA equivalent to dean's list status for that institution.

3. Students at Johnson & Wales who have maintained full-time enrollment and achieved a 3.40 cumulative GPA by the end of their second term.

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.

Failure to maintain a cumulative GPA of 3.40 or better after each term will cause the student to become permanently ineligible for the benefits provided by SHARP. Student Academic & Financial Services will only notify a student of their withdrawal from the SHARP program via his or her JWU e-mail account, and it is the student's responsibility to drop extra credits, if registered, to avoid incurring additional charges.

## ACADEMIC FUNCTIONS

Attendance at a New Student Orientation program is mandatory for all new students. Summer Orientation is offered to all new students entering Johnson & Wales in the fall term. At Summer Orientation, students meet with academic representatives in their chosen school or college and take academic placement exams. Students also learn about campus resources, network with upper class student leaders, familiarize themselves with the campus and make new friends.

An abbreviated orientation program is also offered for all new students each term prior to the start of classes. Activities include Check-In, academic orientation, social activities, distribution of photo identification cards, placement testing, and meetings with administration, faculty and residence hall representatives

Please note: New Student Orientation is a distinct program that is separate from the Check-In process. Students will receive further instruction specific to their chosen college during opening weekend. Students are expected to attend New Student Orientation and opening weekend activities.

**Academic Convocation** is held the first weekend before classes begin in the fall. This academic ceremony brings together all facets of the university to celebrate and commence the academic year.

**Student Recognition Night** is held annually in the spring to honor students and organizations that have displayed a high level of performance in academic achievement or in service to Johnson & Wales University.

**Commencement** is held at the end of each academic year. At these exercises, degree candidates are recognized. Participation in commencement exercises does not imply that graduation requirements are met.

## AWARDS

Johnson & Wales University recognizes superior academic achievement and outstanding contributions in extracurricular activities by granting the following awards at a private ceremony held prior to commencement:

The **Founders' Trophy** is presented to the upperclass student who, by his or her serious approach to career education and perseverance in his or her objectives, embodies the ideals and principles expressed by the founders of Johnson & Wales University.

The **President's Trophy** is awarded to the second-year student who has displayed outstanding academic capacity, extracurricular leadership and purposefulness, cooperation, and strong college spirit.

The **Trustees' Awards**, in memory of the faithful service to the university of Trustees Gov. Christopher Del Sesto and Dr. Anthony Kemalian, are given to the students who have made the greatest contributions in service to the university.

The **Dean's Award** is presented to a graduating College of Culinary Arts student who, by a sincere desire to obtain a career education, has exemplified his or her career by example and dedication.

**Academic Performance Awards** recognize the graduating students in associate and baccalaureate degree programs who have achieved the highest cumulative GPA and are recommended by the faculty.

The **Alumni Award** is given to the individual whose activities have best enhanced the reputation of Johnson & Wales.

The **Apprenti Cuisinier Awards** are given to second-year culinary arts students in recognition of achievement in a particular area of cooking. One award is made in each of the following categories: Classical Cookery, International Cookery, Garde Manger, and Classical Pastry.

The recipient of the **Dr. Morris J.W. Gaebe Award** is an excellent first-year student who positively influences classmates, exhibits leadership qualities, and has strong speaking and writing skills.

The **Special Functions Team Award** is presented to a College of Culinary Arts student who has consistently volunteered to assist with special functions and events at the university during the year.

## **NOTICE OF NONDISCRIMINATION**

Johnson & Wales University does not discriminate unlawfully on the basis of race, religion, color, national origin, age, sex, sexual orientation, gender identity or expression, or disability, in admission to, access to, treatment of, or employment in its programs and activities.

(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 Nondiscrimination Policy 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, or similar laws applicable in other states where the university conducts operations.)

The following person has been designated to handle inquiries regarding the nondiscrimination policy: Sandra Lawrence, Compliance Officer, Johnson & Wales University, One Cookson Place, Providence, RI 02903, 401-598-1423.



# Student Services

## CAREER DEVELOPMENT

The Career Development Office offers a variety of work programs and career services to assist students in obtaining successful “Best Fit Employment” throughout their academic and professional careers.

Programs include an annual **Career Conference** which is a mandatory event for the entire student body, as well as a part-time job fair.

In keeping with the brand identity of a ‘Career University,’ classwork is taken in traditional classrooms and online over the course of a student’s tenure under the heading of **Best Fit Career Management System**. Specifically, students take **Principles of Career Management** in their first or second year at the university. Students continuing for a bachelor’s degree take a second, employment- and career management-focused **Career Management Capstone** in their senior year. All courses in the **Best Fit Career Management System** focus on the basics of planning careers, finding Best Fit Employment and managing careers. Courses are taught by Career Management educators, who also serve as **Career Coaches** for students to utilize for independent counseling needs.

**Cooperative Education/Externship** opportunities are available to eligible students in the business, hospitality and culinary arts programs. Co-op/externship is designed to provide eligible students with a paid/unpaid practical work experience in their chosen field of study, while allowing them to earn academic credit for the experience.

In the fall and spring terms, companies from throughout the United States visit the campus for **On-Campus Recruiting (OCR)**. Students utilize an Internet-based recruiting and employment software package, **jwu.erecruiting.com**, for researching job openings.

Upon graduating, all students must complete a **Graduate Employment Survey** to allow the

university to determine the level of employment of the graduating class, the latest employment trends and to offer assistance to those students who desire help in finding “Best Fit Employment.”

## CENTER FOR ACADEMIC SUPPORT

The Center for Academic Support offers a variety of services to assist each student in preparation for graduation and career placement. The Center’s goals are 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:

- Center for Academic Support — individual and group tutoring by peer and professional tutors is offered in a variety of content areas.
- Workshops in Learning Styles, Reading to Learn, Time Management, Test-taking Strategies, Test Preparation, Note-taking and Diverse Learning Techniques are offered.
- Writing Center — offers individual appointments in improving written expression, research and designing papers, and using MLA format. Workshops are also offered in research, MLA format and punctuation.
- Peer and professional tutoring is available in accounting, math, science and most major courses. Tutors provide individual and/or group sessions as students’ needs and resources dictate.
- Accommodations for special needs students with appropriate documentation, including, but not limited to:
  - Decelerated course load
  - Preferential scheduling
  - Extended time for tests
  - Note-taking accommodations
  - Tape recorders allowed in class
  - Reader or scribe for tests
  - Kurzweil 3000 reading performance technology
  - Textbooks in alternate text

The academic support services complement students' academic and 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.

### SPECIAL NEEDS/DISABLED STUDENTS

Johnson & Wales is dedicated to providing reasonable accommodations 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 in functioning in the university's academic environment.

Because some programs of study at the university have technical standards and requirements, applicants and students with special needs or physical disabilities should contact the director of academic support services at 980-598-1500 to discuss the availability of reasonable accommodations where appropriate. Copies of the technical standards applicable to various programs are available from this office. For more information on technical standards, see Pages 85–86.

## HEALTH AND COUNSELING SERVICES

### COUNSELING SERVICES

Counseling Services is a confidential, accepting, and compassionate environment staffed by professionals dedicated to the support of students' emotional, social, and personal growth. Counseling Services partners with Health Services in a combined-center service model to bring students individualized holistic care. Counseling Services provides a variety of services to students and the university community. These include individual and group counseling, crisis intervention, community referrals, consultation and psychoeducational programming. An after-hours on-call service for psychological emergencies is also available and may be accessed by contacting Safety and Security at 980-598-1900. Students typically come to counseling to discuss problems such as relationship difficulties, family issues, adjustment concerns, depression, anxiety, sexual identity and

substance abuse issues. These concerns may negatively impact students' quality of life, as well as their ability to succeed academically. Counseling Services operates on a short-term treatment model and referrals are made to the community for more long-term or specialized needs. Services are free and confidential. Counseling appointments may be scheduled by calling 980-598-1705 or in-person at the Health & Counseling Services office located on the second floor of the Academic Center. For more information, visit [www.jwu.edu/charlotte/counseling](http://www.jwu.edu/charlotte/counseling).

### HEALTH SERVICES

An onsite health care clinic is available to Johnson & Wales students. Nurses and a physician's assistant are available to provide basic health care services for students, including minor injuries, illnesses and triage, management of medical records, and immunization compliance. In addition, a physician is available twice weekly by appointment.

### MEDICAL RECORDS

Prior to enrollment, the university requires that all new, full-time students — residents and commuters alike — submit proof of a physical exam within the last year, including documented proof of two doses of the MMR vaccine, completion of the diphtheria/tetanus/pertussis vaccine series, a tetanus booster within the past 10 years, completion of the hepatitis B vaccine series, proof of chicken pox disease or varicella vaccine, and a negative tuberculosis test or chest X-ray within the past six months. Immunizations that are strongly recommended but not required include hepatitis A and meningitis.

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

## INTERNATIONAL STUDENT SERVICES

The university is able to assist international students in adhering to USCIS regulations, maintaining their student visa status, and accessing all the benefits permitted by their student visa. In addition, information sessions on employment, tax and other immigration and cultural adjustment issues will be offered on an as-needed basis by the international

student advisor in Student Academic & Financial Services.

### **Study Abroad Programs**

The Study Abroad Office at the Providence Campus works with all academic colleges at all campuses to offer a portfolio of study abroad programs to Johnson & Wales students. Program information and applications are available at [www.jwu.edu/international/study.htm](http://www.jwu.edu/international/study.htm). Students attending other campuses should contact the department chair of their college for specific program information. In addition, interested students can contact the Study Abroad Office for personal study abroad counseling.

### **NEW STUDENT ORIENTATION AND SUPPORT PROGRAMS**

Johnson & Wales University's orientation program is designed to help students become acquainted with college life and to facilitate a successful first-year experience. Students are introduced to many university administrators, faculty, staff and student leaders who provide valuable information on academic studies, student life and university policies. Social activities are also scheduled throughout the two-day program to help students meet other new students and experience campus life.

### **RESIDENTIAL LIFE**

Johnson & Wales University residence facilities include Cedar Hall North, Cedar Hall South and City View Towers, all of which are convenient to the Academic Center and Charlotte's uptown area.

Room assignments take place online. Students are able to apply for housing, find compatible roommates and select a room. Students currently residing in the residence halls will have an opportunity to apply for housing for the next year during the winter term. Accommodations vary with each facility.

Each residence hall has a professional, live-in residential life coordinator. Resident assistants are assigned to each residence hall to assist students with the residential living experience and transition to college. They have been selected because of their ability to understand and work with fellow resident students.

Additional information can be found on our Web site, [www.jwu.edu/charlotte/reslife](http://www.jwu.edu/charlotte/reslife).

### **OFF-CAMPUS HOUSING**

Generally, all unmarried freshman students (age 20 and under) who are not residing at home with a parent or guardian during the academic year are required to live in university housing. Second-year students are required to live in Cedar Hall North, Cedar Hall South or City View Towers. The exemption categories listed on Page 16 apply to the two-year residency requirement.

Students who have been convicted of certain felonies (or have had certain felony-type charges sustained in a juvenile proceeding), such as crimes of violence, serious drug offenses and sex offenses, are not eligible to live in university housing.

### **SAFETY & SECURITY**

The university's Safety & Security Office is responsible for the enforcement of school policies, security on campus, and providing service for the university's students, faculty and staff. Some of the services provided by the Safety & Security Office include Operation ID, engraving, and safety and security presentations. Students are encouraged to take advantage of the services and programs offered by the Safety & Security Office. The Safety & Security Office is open 24 hours a day, 365 days a year. Students who need help or have questions should call ext. 1900 from a university phone or 980-598-1900 from a non-university phone.

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

Additional information can be found on our Web site, [www.jwu.edu/charlotte/stu\\_safe](http://www.jwu.edu/charlotte/stu_safe).

# *Student Activities*

The Department of Student Activities supports Johnson & Wales students in their co-curricular pursuits, as well as exposure to and participation in social, cultural, educational and recreational programs.

The office is located in Cedar Hall South. Some of the programs and services include:

- student clubs and organizations
- cultural events
- bands, comedians and hypnotists
- lecture series
- leadership opportunities
- Halloween, winter and spring-themed events
- Campus Ministry
- Welcome Week
- Family Weekend

## **CLUBS AND ORGANIZATIONS**

Opportunities abound for students to become involved in clubs or organizations. The following is a list of the many clubs and organizations that are already recognized and active at Johnson & Wales University. (Note: Some clubs may not be active at time of print.) If a particular club or interest is not represented, students are encouraged to start a new organization. The process for starting a new organization can be found in the Student Clubs and Organizations Handbook.

- Accounting Club
- Anointed Gospel Choir
- Baking & Pastry Club
- Campus Activities Board
- Cheerleading Club
- College Democrats
- Collegiate Ambassadors Team
- Delta Epsilon Chi (DECA)
- Family, Career and Community Leaders of America
- Fashion Society
- Ice Chippers
- International Food Service Executives Association
- Minorities About Business
- National Society of Minorities in Hospitality
- Nutrition Club
- Phi Beta Lambda (PBL)
- Random Acts of Kindness
- SkillsUSA
- Society for Human Resource Management
- Special Events Club
- Student Alumni Association
- Student Government Association
- Toastmasters International
- Wildcat Herb Society
- Wine and Beer Education Society

Visit the Office of Student Activities Web site for more information on student activities: [www.jwu.edu/charlotte/osa](http://www.jwu.edu/charlotte/osa).

## **RECREATION SERVICES**

The Department of Recreational Services serves multiple functions within the community in supporting students' needs through sports. The office provides professional support for the pursuit of competitive activities.

JWU offers a variety of recreational and intramural sports programs. The intramural sports division grows in response to student interests, and currently includes more than 40 events which range from more intense sports such as basketball, soccer, and flag football, to less active events like checkers, sports trivia, and fantasy football.

In addition, a number of off-campus activities are offered through Recreation Services that include hiking, skating, rock climbing, and many other great opportunities. There are even opportunities for students to get discounted tickets to some of Charlotte's professional sports venues.

## **FITNESS PROGRAMS AND FACILITIES**

The Department of Recreation Services has partnered with the Mecklenburg County Parks and Recreation Department to offer students exercise and fitness facilities. Students have access to a wide variety of equipment and programs, including basketball/volleyball courts, running trails, free weights, and cardio machines. Recreation Services is also partnered with the nearby YMCA to offer group fitness classes to the JWU students.

# Programs of Study

## BAKING & PASTRY ARTS

*(College of Culinary Arts)*

### ASSOCIATE IN APPLIED SCIENCE (A.A.S.) DEGREE\*

*\*This information was revised July 1, 2008 after the catalog was printed.*

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. Hands-on training is paired with 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, which includes Baking Science, Food Safety and Sanitation and two terms of hands-on laboratory classes. Emphasis is placed on skills development and 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 food and beverage cost control. During pastry externships at university-approved facilities including Chartwell's dining center, Tizzerts and City Sweets, 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, retail bakeries, restaurants and wholesale pastry shops.

Eligible graduates may apply for entrance into the bachelor of science in Baking & Pastry Arts & Food Service Management.

## 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 Externship. 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, casinos, contract food service providers and retail bakeries.

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, resort or restaurant.

## TEACHING ASSISTANT AND FELLOW SCHOLARSHIP PROGRAM

Each year, administrators in 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 applied science degree\*

*\*This information was revised July 1, 2008 after the catalog was printed.*

MAJOR COURSES		CREDITS
BPA1100	Principles and Techniques of Bread Production	7.5
BPA1200	Classical French Pastries	7.5
BPA1300	Hot and Cold Dessert Presentations	7.5
BPA1400	Introduction to Cake Decorating and Petits Fours	7.5
BPA2100	Advanced Cake Decorating and Classical French Tortes	7.5
BPA2200	Chocolate and Sugar Artistry and Showpieces	7.5
<b>Pastry Arts Applications*</b>		<b>13.5</b>
BPA2366	Pastry Arts Internship/Externship	
BPA2396	Pastry Arts Cooperative Education	

RELATED PROFESSIONAL STUDIES		
CAR1001	Principles of Career Management	2.0
FSM1065	Food Safety and Sanitation Management**	1.5
FSM2025	Food and Beverage Cost Control	4.5

GENERAL STUDIES		
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH1002	A Survey of College Mathematics	4.5
SCI1055	Baking Science	4.5
Science	One SCI-designated course <sup>+</sup>	4.5

**Total Credits 98.0**

**NOTE:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in MATH1002.

\* Students select or are assigned to one of the Pastry Arts Applications for 13.5 quarter credit hours of the program.

\*\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

<sup>+</sup>This information was revised July 1, 2008 after the catalog was printed.

## FOUR-YEAR OPTIONS:

- Baking & Pastry Arts (Providence Campus)
- Baking & Pastry Arts & Food Service Management (Page 60)
- Culinary Nutrition (Providence or Denver Campus)
- Food Marketing (Providence or North Miami Campus)
- Food Service Entrepreneurship (Providence Campus)



# BAKING & PASTRY ARTS & FOOD SERVICE MANAGEMENT

(College of Culinary Arts and  
The Hospitality College)

## BACHELOR OF SCIENCE (B.S.) DEGREE

The Baking & Pastry Arts & Food Service Management program combines the strength of baking & pastry arts and management in order to prepare students for a management career in front- or back-of-the-house. Graduates of the Baking & Pastry Arts & Food Service Management program can obtain positions in a variety of areas that include, but are not limited to, bakeshop manager, executive pastry chef, catering manager, pastry chef, and beverage manager.

The curriculum provides ample opportunity for the food service professionals of tomorrow to build upon their leadership and management abilities, baking techniques, critical thinking, personal accountability and ethical behavior, problem-solving techniques, strong financial analysis skills and customer awareness. The Baking & Pastry Arts & Food Service Management degree develops a solid baking & pastry foundation and management philosophy in its graduates and prepares them for bright and rewarding careers.

This program allows students to receive a world-class baking & pastry arts and hospitality education. Its strength is that students receive several senior-level capstone experiences in baking & pastry arts, hospitality operations and strategic management.

## CONCENTRATIONS FOR BAKING & PASTRY ARTS & FOOD SERVICE MANAGEMENT MAJORS

• Any hospitality concentration listed on Pages 83–84.

## BAKING & PASTRY ARTS & FOOD SERVICE MANAGEMENT

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

### First two years:

Associate in Applied Science Degree in  
Baking & Pastry Arts (Page 58)\* 98.0

\*This information was revised July 1, 2008 after the catalog was printed.

### Third and fourth years:

MAJOR COURSES	CREDITS
FSM3001 Food Service Management Systems and Human Resource Applications	4.5
FSM4061 Advanced Food Service Operations Management	4.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP4060 Hospitality Management Seminar	4.5
Culinary/ Hospitality Three to five courses selected from declared concentration (see previous column)	13.5–15.0
Culinary/ Hospitality Three courses with an EHSP, ECUL or EBPA attribute selected from offerings within The Hospitality College or the College of Culinary Arts	13.5–15.0
Electives*	

### RELATED PROFESSIONAL STUDIES

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

### GENERAL STUDIES

ECON1001 Macroeconomics	4.5
PSYC2001 Introductory Psychology	4.5
SPAN1011 Conversational Spanish I: Specialized Vocabulary**	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used towards an arts & sciences concentration	9.0

### Choose two of the following\*\*\*: 9.0

MATH2001 Statistics	
PHIL3040 Ethics of Business Leadership	
SOC2001 Sociology I	
History One HIST-designated course	
Literature ENG1001 or one LIT-designated course	

**Total Credits 97.5–100.5**

**Four-Year Credit Total 195.5–199.5**

\* Elective courses must total 13.5 or 15.0 credits and may include study abroad; experiential education; any courses with an EHSP, EBPA or ECUL attribute selected from within The Hospitality College or the College of Culinary Arts; or a concentration listed in the previous column.

\*\*Spanish is the required language.

\*\*\*Students may not choose the combination of MATH2001 and SOC2001 to fulfill this requirement.

**NOTE:** Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

# BUSINESS ADMINISTRATION

(College of Business)

The Business Administration one-year program prepares students for a variety of business career options. Students enrolled in the one-year program may elect to continue their education toward any College of Business bachelor of science degree. It is an ideal course of study for those students who plan to pursue a bachelor's degree but have not yet chosen a business career specialization.

Courses in the one-year program are carefully integrated to include an overall introduction to business administration with a number of complementary areas of study.

Through the university's career management system, experienced faculty are available to assist students in making an educated decision in the selection of their bachelor's degree curriculum in alignment with each student's future career goals.

Students enrolled in the program must elect to continue their education toward any College of Business bachelor of science degree during their third term of enrollment.

## Bachelor of Science Degree Options:

- Fashion Merchandising & Retail Marketing
- Management
- Management Accounting
- Marketing

## BUSINESS ADMINISTRATION

All students enrolled in the Business Administration program pursue the following program of study for one year (three terms). Students must declare a major no later than the second term of study.

MAJOR COURSES	CREDITS
LAW2001 The Legal Environment of Business I	4.5
MGMT1001 Principles of Management	4.5
MRKT1001 Principles of Marketing	4.5

RELATED PROFESSIONAL STUDIES	
ACCT1021 Business Accounting I and Lab*	5.5
ACCT1022 Business Accounting II and Lab*	5.5
FIT1000 Information Technology for Business Professionals I	4.5
FIT1020 Information Technology for Business Professionals II	4.5

GENERAL STUDIES	
ECON1001 Macroeconomics	4.5
ENG1020 English Composition	4.5
ENG1030 Communication Skills	4.5
Math One math course at the MATH1002 level or higher**	4.5

<b>Total Credits</b>	<b>51.5</b>
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\* Students considering Management Accounting as their major should take ACCT1001 Principles of Accounting I and Lab and ACCT1002 Principles of Accounting II and Lab.

\*\* Students considering Management Accounting should elect MATH1020 or higher.

**NOTE:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

# CULINARY ARTS

*(College of Culinary Arts)*

## ASSOCIATE IN APPLIED SCIENCE (A.A.S.) DEGREE\*

*\*This information was revised July 1, 2008 after the catalog was printed.*

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, food safety 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 focus of the first-year culinary lab classes is development and practice of cooking skills, complemented with the development of baking, dining and beverage service skills, which includes national certification in alcohol intervention procedures. The academic areas include mathematics, introduction to life science, English composition, career management and a national food safety certification.

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

Students will experience one term of experiential education, which includes externships. Culinary Arts Externship at university-approved facilities including Chartwell's dining center, Ballantyne Resort, Marriott, Omni and Westin hotels, students participate in actual public food service operations in preparation for future careers.

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

Eligible graduates may apply for entrance into the bachelor of science degree program in Culinary Arts & Food Service Management through the College of Culinary Arts and The Hospitality College.

## COOPERATIVE EDUCATION

Eligible second-year Culinary Arts students may apply for a Selective Career Cooperative Education assignment in place of the Culinary Arts Externship. 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 and France. For one term, JWU students attend classes in any of these countries. In exchange, students from these schools attend culinary classes at Johnson & Wales University. Selected students receive full academic credit for the term abroad.

## 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.

## CULINARY ARTS

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

*\*This information was revised July 1, 2008 after the catalog was printed.*

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

<b>Culinary Arts Applications**</b>		13.5
CUL2576	Culinary Arts Externship	
CUL2386	Culinary Arts International Exchange	
CUL2396	Culinary Arts Cooperative Education	

RELATED PROFESSIONAL STUDIES		
CAR1001	Principles of Career Management	2.0
FSM1065	Food Safety and Sanitation Management***	1.5
FSM2045	Introduction to Menu Planning and Cost Controls	4.5

GENERAL STUDIES		
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
MATH1002	A Survey of College Mathematics	4.5
NUTR2001	Introduction to Nutrition Science	4.5
	One SCI-designated course <sup>+</sup>	4.5

<b>Total Credits</b>	<b>98.0</b>
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\* ServSafe Alcohol Certification course required.

\*\* Students select or are assigned to one of the Culinary Arts Applications for 13.5 quarter credit hours of the program.

\*\*\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

<sup>+</sup>This information was revised July 1, 2008 after the catalog was printed.

**NOTE:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in MATH1002.

## FOUR-YEAR OPTIONS:

- Baking & Pastry Arts (Providence Campus)
- Culinary Arts & Food Service Management (see next page)
- Culinary Nutrition (Providence or Denver Campus)
- Food Marketing (Providence or North Miami Campus)
- Food Service Entrepreneurship (Providence Campus)

# CULINARY ARTS & FOOD SERVICE MANAGEMENT

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

## BACHELOR OF SCIENCE (B.S.) DEGREE

The Culinary Arts & Food Service Management program combines the strength of culinary arts and management in order to prepare students for a management career in front- or back-of-the-house. Graduates of the Culinary Arts & Food Service Management program can obtain positions in a variety of areas that include, but are not limited to, restaurant manager, kitchen manager, executive chef, food and beverage director, catering manager, room service manager, sous chefs, beverage manager and dining room manager.

The curriculum provides ample opportunity for the food service professionals of tomorrow to build upon their leadership and management abilities, cooking techniques, critical thinking, personal accountability and ethical behavior, problem-solving techniques, strong financial analysis skills and customer awareness. The Culinary Arts & Food Service Management degree develops a solid culinary foundation and management philosophy in its graduates and prepares them for bright and rewarding careers.

The program allows students to receive a world-class culinary arts and hospitality education. The program's strength is that students receive several senior-level capstone experiences in culinary arts, hospitality operations and strategic management.

Students may choose to focus their studies by selecting their electives in such areas as food & beverage, entertainment and entrepreneurship. The Food & Beverage Management concentration allows students to focus on this vital area of the hospitality industry. Courses are ideal for candidates interested in working with beverages, non-commercial, chain, franchises or restaurant operations.

## CONCENTRATIONS FOR CULINARY ARTS & FOOD SERVICE MANAGEMENT MAJORS

- Any hospitality concentration listed on Pages 83–84

## CULINARY ARTS & FOOD SERVICE MANAGEMENT

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

### First two years:

Associate in Applied Science Degree in Culinary Arts (Page 62)\* 98.0

*\*This information was revised July 1, 2008 after the catalog was printed.*

### Third and fourth years:

MAJOR COURSES	CREDITS
FSM3001 Food Service Management Systems and Human Resource Applications	4.5
FSM4061 Advanced Food Service Operations Management	4.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP4060 Hospitality Management Seminar	4.5
Culinary/ Hospitality Three to five courses selected from declared concentration (see previous page)	13.5–15.0
Culinary/ Hospitality Three courses with an EHSP, ECUL or EBPA attribute selected	
Electives* from offerings within The Hospitality College or the College of Culinary Arts	13.5–15.0

### RELATED PROFESSIONAL STUDIES

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

### GENERAL STUDIES

ECON1001 Macroeconomics	4.5
PSYC2001 Introductory Psychology	4.5
SPAN1011 Conversational Spanish I: Specialized Vocabulary**	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used towards an arts & sciences concentration	9.0

### Choose two of the following\*\*\*: 9.0

MATH2001 Statistics	
PHIL3040 Ethics of Business Leadership	
SOC2001 Sociology I	
History One HIST-designated course	
Literature ENG1001 or one LIT-designated course	

**Total Credits 97.5–100.5**

**Four-Year Credit Total 195.5–199.5**

\* Elective courses must total 13.5 or 15.0 credits and may include study abroad; experiential education; any courses with an EHSP, EBPA or ECUL attribute selected from within The Hospitality College or the College of Culinary Arts; or a concentration listed on the previous page.

\*\* Spanish is the required language.

\*\*\*Students may not choose the combination of MATH2001 and SOC2001 to fulfill this requirement.

**NOTE:** Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

# **FASHION MERCHANDISING & RETAIL MARKETING**

*(College of Business)*

## **BACHELOR OF SCIENCE (B.S.) DEGREE**

The Fashion Merchandising & Retail Marketing degree prepares students for middle-management or executive trainee opportunities within the retail or retail support industries.

Upon completion of the program, graduates are expected to demonstrate

- the ability to perform the necessary procedures required for retail operations
- knowledge of global fashion markets, designer contributions to the industry and manufacturing categories of fashion goods
- knowledge of marketing principles as applied to fashion goods
- the ability to identify, analyze and forecast future retail trends

Specific skills developed include retail merchandising, management, buying, promotion, advertising and stock control. Students have the opportunity to master these skills while participating in a term-long externship, held at a wide variety of host sites.

Upon graduation, students may be employed by retail organizations in positions that utilize these skills. Students possess the combination of academic theory and practical experience necessary for entry-level positions in retail management, merchandise buying, visual merchandising, distribution, product development and sales.

Students should use their electives to create a meaningful, customized career concentration. The university's career management system will facilitate these selections.

An important component of the program's educational experience is the general studies courses taught by the School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, communications, ethics, global diversity, responsible citizenship, leadership and artistic responsibility. The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

## **CONCENTRATIONS FOR FASHION MERCHANDISING & RETAIL MARKETING MAJORS**

- Entrepreneurship (Page 82)
- Financial Services Management (Page 82)
- Human Resources Management (Page 82)
- Marketing Communications (Page 82)
- Operations Management (Page 82)



## FASHION MERCHANDISING & RETAIL MARKETING

A four-year program leading to the bachelor of science degree

MAJOR COURSES	CREDITS
MGMT1001 Principles of Management	4.5
MRKT1001 Principles of Marketing	4.5
MRKT1002 Consumer Behavior	4.5
RTL1005 Retailing	4.5
RTL1010 Textiles	4.5
RTL1020 The Business of Fashion	4.5
RTL1050 Visual Merchandising	4.5
RTL2010 Apparel Quality Analysis	4.5
RTL2020 Fashion Design for the Apparel Industry	4.5
RTL2063 Retail Industry Seminar	4.5
RTL2095 Retail Practicum Lab	4.5
RTL3010 Merchandise Buying	4.5
RTL3020 Merchandise Mathematics	4.5
RTL3030 Comparative Retail Strategies	4.5
RTL3055 Global Influences on Fashion History	4.5
RTL3076 Retail Externship	9.0
RTL4010 Retail Executive Decision Making	4.5

### RELATED PROFESSIONAL STUDIES

ACCT1021 Business Accounting I and Lab	5.5
ACCT1022 Business Accounting II and Lab	5.5
CAR0010 Career Management Capstone	1.0
CAR1001 Principles of Career Management	2.0
FIT1000 Information Technology for Business Professionals I	4.5
FIT1020 Information Technology for Business Professionals II	4.5
LAW2001 The Legal Environment of Business I	4.5
LAW3002 The Legal Environment of Business II	4.5

### Choose one of the following four options: 13.5

IBUS4090 International Business Experience

IBUS4020 Summer Work Abroad

IBUS4082 International Seminar AND  
SWAP Operations Management  
and Process Improvement  
OR

IBUS4086 SWAP Process Mapping

MRKT4099 Marketing Career Co-op

Concentr. Three courses selected from  
declared College of Business or  
School of Arts & Sciences  
concentration offerings

## GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
LEAD2001 Foundations of Leadership Studies	4.5
MATH2001 Statistics	4.5
Math One math course at the MATH1002 level or higher	4.5
PHIL3040 Ethics of Business Leadership	4.5
Science One SCI-designated course	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used to form an arts & sciences concentration	9.0

### Choose one of the following: 4.5

History One HIST-designated course  
Literature ENG1001 or one LIT-designated  
course

### Choose one of the following: 4.5

PSYC2001 Introductory Psychology  
SOC2001 Sociology I

### Total Credits 189.5

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing  
assessment of "validated" or "mastered" in order to  
graduate with a bachelor's degree.

# HOTEL & LODGING MANAGEMENT

*(The Hospitality College)*

## **BACHELOR OF SCIENCE (B.S.) DEGREE**

The Hotel & Lodging Management bachelor's degree program focuses on current best practices for operational, strategic and staff management in lodging properties and companies. Lodging is defined as activities related to commercial, overnight accommodations of all types, including hotels, resorts and smaller lodging properties (e.g., boutique hotels, country inns, B&Bs, etc.).

The degree prepares graduates for employment in operational management or professional staff positions within commercial lodging companies of all types, as well as positioning them to move up to higher-level positions such as general manager and various corporate staff positions. Possible career tracks might relate to front office management, housekeeping, food and beverage management and affiliated activities such as concierge, spa management, property sales and marketing, convention services, meeting and event planning, resort activities, revenue management, controller, development, regional management, etc.

Graduates are expected to be able to utilize their technical and management skills, as well as apply critical thinking skills, ethical standards and problem-solving techniques within a lodging organization.

## **CONCENTRATIONS FOR HOTEL & LODGING MANAGEMENT MAJORS**

This program allows students to select concentrations or co-ops that can lead to career growth within lodging companies or to enhance their initial and subsequent career opportunities. Students may elect to use some of their hospitality elective credits for a second concentration, a co-op experience or a summer abroad program.

At least one three-course Hospitality College concentration is required for graduation. While all Hospitality College concentrations are available to students in this degree (see Pages 83–84), the following concentrations are recommended: Beverage Service Management; International Hospitality Operations (summer program only); Sales, Meeting & Event Management or Food & Beverage Management.

# HOTEL & LODGING MANAGEMENT

A four-year program leading to the bachelor of science degree

MAJOR COURSES	CREDITS
FSM1065 Food Safety and Sanitation Management*	1.5
FSM2075 Hotel Food and Beverage Controls	4.5
FSM2085 Hotel Food and Beverage Operations	4.5
FSM4060 Hospitality Operations Management	9.0
HOSP1001 The Hospitality Field	4.5
HOSP1008 Customer/Guest Service Management	4.5
HOSP1010 Front Office Operations	4.5
HOSP2030 Hospitality Human Resources and Diversity Leadership	4.5
HOSP2011 Hospitality Sales and Meeting Management	4.5
HOSP2098 Hotel Externship	13.5
HOSP3033 Hospitality Property Operations	4.5
HOSP3077 Revenue Management	4.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP4060 Hospitality Management Seminar	4.5
Hospitality Three courses selected from Concentr. declared concentration	13.5
Hospitality Two courses with an EHSP attribute	
Electives** selected from offerings within The Hospitality College	9.0

## RELATED PROFESSIONAL STUDIES

ACCT1011 Hospitality Accounting I and Lab	5.5
ACCT1012 Hospitality Accounting II and Lab	5.5
ACCT3025 Hospitality Financial Management	4.5
CAR0010 Career Management Capstone	1.0
CAR1001 Principles of Career Management	2.0
LAW2010 Hospitality Law	4.5

## GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1001 An Introduction to Literary Genres	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
LEAD2001 Foundations of Leadership Studies	4.5
MATH2001 Statistics	4.5
PSYC2001 Introductory Psychology	4.5
SPAN1011 Conversational Spanish I: Specialized Vocabulary	4.5
History One HIST-designated course	4.5
Math One math course at the MATH1002 level or higher	4.5
Science One SCI-designated course	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies courses	9.0

## FREE ELECTIVE

One course selected from 1002–4999 numbered offerings within the university (except ACCT1005, LAW1002, MGMT2001) 4.5

Total Credits	191.0
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\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\* Elective courses allow students to enhance their education by earning a second concentration or by participating in a career co-op or in a term abroad program.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

# INTERNATIONAL HOTEL & TOURISM MANAGEMENT

*(The Hospitality College)*

## **BACHELOR OF SCIENCE (B.S.) DEGREE**

The International Hotel & Tourism Management bachelor of science degree provides students with the opportunity to experience the broad nature of the hospitality and tourism industries on a global scale. Students prepare to enter international hospitality corporations as well as tourism planning and marketing organizations as entry-level managers or staff professionals.

Students spend one term abroad integrating their previous studies with new experiences and knowledge about different countries and cultures. The program exposes them to the principles and practices of international hospitality management, marketing, strategic planning, tourism, and financial and operational management for both lodging and food and beverage management. Three terms of study of another language are required for the degree.

The required term abroad and the language requirement provide students with a unique global perspective, as well as a competitive advantage when seeking employment with international hospitality organizations. By participating in a summer abroad, international co-op or international exchange program a student may have a second international experience.

Graduates are expected to be able to utilize their technical and management skills, as well as apply critical thinking skills, ethical standards and problem-solving techniques within a global business environment.

Applications are accepted during a student's freshman year through The Hospitality College. Preference is given to students who achieve a 3.2 GPA or higher during their freshman year. Selection is based upon academic performance, community and university service, industry experience, a personal interview, and professional and professorial recommendations. Once in the program, students must maintain a minimum GPA of 2.85. Contact The Hospitality College for more details.

## **CONCENTRATIONS FOR INTERNATIONAL HOTEL & TOURISM MANAGEMENT MAJORS**

While a concentration is not required for this degree, it is possible to use hospitality electives to obtain a concentration. Concentrations help students focus their studies and develop stronger career credentials. While all Hospitality College concentrations are available to students in this degree (see Pages 83–84), the following concentrations are recommended: International Hospitality Operations (summer program only); Sales, Meeting & Event Management or Food & Beverage Management.

## INTERNATIONAL HOTEL & TOURISM MANAGEMENT

A four-year program leading to the bachelor of science degree

### First year:

Enrollment in a Hospitality College program

### Second, third and fourth years:

MAJOR COURSES	CREDITS
FSM1001 Introduction to the Food Service Field OR	
HOSP1001 The Hospitality Field OR	4.5
SEE1001 Introduction to Sports/ Entertainment/Event Management	
FSM1065 Food Safety and Sanitation Management*	1.5
FSM2075 Hotel Food and Beverage Controls OR	4.5
FSM2080 Food Service Operations	
FSM2085 Hotel Food and Beverage Operations	4.5
FSM4060 Hospitality Operations Management	9.0
HOSP1008 Customer/Guest Services Management	4.5
HOSP1010 Front Office Operations	4.5
HOSP2011 Hospitality Sales and Meeting Management OR	4.5
SEE2020 Event Management	
HOSP2030 Hospitality Human Resource and Diversity Leadership	4.5
HOSP2098 Hotel Externship	13.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP4060 Hospitality Management Seminar	4.5
IHTV3010 International Hospitality Management#	4.5
TRVL2801 World Geography#	4.5
TRVL3010 Dynamics of Tourism	4.5
TRVL3030 International Policies of Tourism#	4.5
Hospitality Electives** offerings within The Hospitality College	13.5

### RELATED PROFESSIONAL STUDIES

ACCT1011 Hospitality Accounting I and Lab	5.5
ACCT1012 Hospitality Accounting II and Lab	5.5
ACCT3025 Hospitality Financial Management	4.5
CAR0010 Career Management Capstone	1.0
CAR1001 Principles of Career Management	2.0
LAW2010 Hospitality Law	4.5

### GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1001 An Introduction to Literary Genres	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
LEAD2001 Foundations in Leadership Studies	4.5
MATH2001 Statistics	4.5
PSYC2001 Introductory Psychology	4.5
SOC2001 Sociology I OR	4.5
SOC2020 Culture and Food	
History	One HIST-designated course
Language	Language I***
Language	Language II***
Language	Language III***
Math	One math course at the MATH1002 level or higher
Science	One SCI-designated course

### Total Credits 191.0

\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\* Elective courses allow students to enhance their education by earning a concentration or by participating in a career co-op or in a term abroad program.

\*\*\* Students must satisfy three levels of the same language or may substitute three general studies electives if proficiency in a second language is demonstrated or documented.

# Courses are taught during the semester abroad.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

# MANAGEMENT

(College of Business)

## BACHELOR OF SCIENCE (B.S.) DEGREE

The goal of the four-year Management program is to prepare graduates for a career in a variety of entry-level managerial position in a wide range of firms. Students are expected to acquire the communication, critical thinking, and ethical reasoning skills essential for today's managers. The program's mix of coursework provides students with a broad understanding of the issues facing the business world.

An important component of the program's educational experience is the general studies courses taught by the School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, ethics, global diversity, responsible citizenship and leadership.

The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

Students who maintain a grade point average of at least a 3.0 may have the opportunity to participate in a Management Career Focus and gain experiential education by completing a co-op in their area of interest. Options are also available for foreign travel through the term abroad program. All co-ops and summer terms abroad must be approved by the chair of the Department of Management.

Regardless of what industry the student chooses to enter, an understanding of key business principles is critical to a successful career, whether it is vying for a first job placement or success later in life. A student may focus on studies leading to management positions in production operations, human resource, financial services and other service industries.

Students will choose one concentration from the following options. The university's career management system will facilitate these selections.

## CONCENTRATIONS FOR MANAGEMENT MAJORS\*

- Entrepreneurship (Page 82)
- Financial Services Management (Page 82)
- Human Resource Management (Page 82)
- Operations Management (Page 82)

*\*This information was revised July 1, 2008 after the catalog was printed.*

## MANAGEMENT

A four-year program leading to the bachelor of science degree

MAJOR COURSES	CREDITS
ACCT3023 Managerial Accounting	4.5
FISV2010 Finance	4.5
MGMT1000 Foundations of Business	4.5
MGMT1001 Principles of Management	4.5
MGMT2001 Human Resources Management	4.5
MGMT2020 Organizational Behavior	4.5
MGMT2030 Service and Production Operations Management	4.5
MGMT3030 Managerial Technology	4.5
MGMT3040 Process and Quality Management	4.5
MGMT3060 Human Resources Training and Development*	4.5
MGMT4001 Process Planning and Control*	4.5
MGMT4020 Strategic Management	4.5
MGMT4030 Senior Management Seminar	4.5
MGMT4070 Human Resources Management Strategy*	4.5
MGMT4099 Management Career Co-op**	13.5
MRKT1001 Principles of Marketing	4.5
Manage. Select one concentration from Concentr. previous page	13.5

### RELATED PROFESSIONAL STUDIES

ACCT1021 Business Accounting I and Lab	5.5
ACCT1022 Business Accounting II and Lab	5.5
CAR0010 Career Management Capstone	1.0
CAR1001 Principles of Career Management	2.0
FIT1000 Information Technology for Business Professionals I	4.5
FIT1020 Information Technology for Business Professionals II	4.5
LAW2001 The Legal Environment of Business I	4.5
LAW3002 The Legal Environment of Business II	4.5

### GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
MATH2001 Statistics	4.5
LEAD2001 Foundations of Leadership Studies	4.5
Math One course at the MATH1002 level or higher	4.5
PHIL3040 Ethics of Business Leadership	4.5
Science One SCI-designated course	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used to form an arts & sciences concentration	9.0

#### Choose one of the following: 4.5

History One HIST-designated course	
Literature ENG1001 or one LIT-designated course	

#### Choose one of the following: 4.5

PSYC2001 Introductory Psychology	
SOC2001 Sociology I	

\* IBUS4090 (International Business Experience) may be substituted for MGMT3060, MGMT4001 and MGMT4070. See your department academic coach for details.

\*\* Students meeting eligibility criteria may elect a Management Career Co-op, Summer Term Abroad, Internship or SWAP (Students Working Abroad Program) to satisfy requirements. Otherwise, students must take three additional career electives from the College of Business.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

**Total Credits**

**189.5**



# MANAGEMENT ACCOUNTING

*(College of Business)*

## **BACHELOR OF SCIENCE (B.S.) DEGREE**

The bachelor of science in Management Accounting consists of extensive specialized accounting courses as well as related business subjects and general studies. The program is designed to prepare students for the Certified Management Accountant Exam (CMA). Students completing this degree will have the opportunity to sit for and pass the exam portion of the CMA certification prior to graduation. In addition, the program offers interested students the ability to work toward their Certified Public Accountant certification (CPA).

Graduates of the program should be able to demonstrate the professional competency and skills necessary to analyze and record business transactions, prepare financial statements, and perform other functions required by the profession effectively using their comprehension of Generally Accepted Accounting Principles (GAAP). In addition, students should be able to demonstrate an ability to use logic and critical thinking to assist in the decision-making process as well as to make recommendations to individuals and organizations relying on financial information.

An important component of the program's educational experience is the general studies courses taught by the School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, communications, ethics, global diversity, responsible citizenship, leadership and artistic responsibility. The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

The program provides a solid foundation in managerial accounting, as well as financial accounting and taxation. Students will be prepared for entry-level positions in banking, finance and other management accounting specialties.

Students who meet the grade point average requirement will have the opportunity to participate in an experiential learning class.

Students in the accounting program will be given the opportunity to join the Institute of Management Accountants (IMA). The Charlotte Chapter of the IMA holds its monthly chapter meetings on our campus. Students have the opportunity to attend and participate in meetings, as well as network with industry executives. As student members, students can participate in student competitions, attend regional conferences and compete for scholarships.

# MANAGEMENT ACCOUNTING

A four-year program leading to the bachelor of science degree

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

MAJOR COURSES	CREDITS
ACCT1001 Principles of Accounting I and Lab	5.5
ACCT1002 Principles of Accounting II and Lab	5.5
ACCT2021 Intermediate Accounting I	4.5
ACCT2022 Intermediate Accounting II	4.5
ACCT2023 Intermediate Accounting III	4.5
ACCT3011 Federal Taxes I	4.5
ACCT3020 Managerial Finance	4.5
ACCT3023 Managerial Accounting	4.5
ACCT3031 Cost Accounting I	4.5
ACCT3040 Auditing	4.5
ACCT3050 Advanced Accounting	4.5
ACCT3060 Accounting Information Systems	4.5
ACCT4060 Accounting Seminar	4.5
ACCT4090 Accounting Externship	
OR	13.5
ACCT4099 Accounting Career Co-op	
FISV2010 Finance	4.5
MGMT1000 Foundations of Business	4.5
MGMT2020 Organizational Behavior	4.5
MGMT2030 Service and Production	
Operations Management	4.5
MGMT4001 Process Planning and Control	4.5
<b>RELATED PROFESSIONAL STUDIES</b>	
CAR0010 Career Management Capstone	1.0
CAR1001 Principles of Career Management	2.0
FIT1000 Information Technology for	
Business Professionals I	4.5
FIT1020 Information Technology for	
Business Professionals II	4.5
LAW2001 The Legal Environment of Business I	4.5
LAW3002 The Legal Environment of Business II	4.5
MGMT1001 Principles of Management	4.5
MRKT1001 Principles of Marketing	4.5
<b>GENERAL STUDIES</b>	
ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and	
Communication	4.5
ENG1030 Communication Skills	4.5
LEAD2001 Foundations of Leadership Studies	
MATH1020 College Algebra	4.5
MATH2001 Statistics	4.5
PHIL3040 Ethics of Business Leadership	
Science One SCI-designated course	4.5
Electives Two courses with an EASC attribute	
selected from offerings within the	
School of Arts & Sciences which may	
be used to form an arts & sciences	
concentration	9.0
<b>Choose one of the following:</b>	<b>4.5</b>
ENG1001 An Introduction to Literary Genres	
or one LIT-designated course	
History One HIST-designated course	
<b>Choose one of the following:</b>	<b>4.5</b>
PSYC2001 Introductory Psychology	
SOC2001 Sociology I	
<b>Total Credits</b>	<b>189.5</b>

# MARKETING

*(College of Business)*

## BACHELOR OF SCIENCE (B.S.) DEGREE

The Marketing bachelor's degree program provides students with a broad range of knowledge and practical skills related to the fundamentals of marketing including product, pricing, promotion, distribution and customer relationship management.

Upon completion of the program, graduates are expected to demonstrate the ability to

- develop, implement, analyze, interpret, and make recommendations based on secondary and primary research data using qualitative and quantitative methods
- analyze consumer decision-making and behavior
- prepare and conduct a professional sales presentation
- develop e-commerce, international and strategic marketing plans

Specific skills developed include managing market research projects, developing Web-based marketing programs, developing and executing brand strategies, and developing and managing comprehensive marketing plans. Students have the opportunity to hone these skills while participating in a term-long externship, held at a wide variety of host sites.

Upon graduation, students may be employed by retail, consumer goods, industrial or advertising companies in positions that utilize these skills. Typical areas of interest include entry-level positions in sales, market research, market analysis, product development or brand management.

Students should use their career electives and free electives to create a meaningful, customized career concentration. The university's career management system will facilitate these selections.

An important component of the program's educational experience is the general studies courses taught by the School of Arts & Sciences. Graduates are expected to show competencies in higher order thinking, communications, ethics, global diversity, responsible citizenship, leadership and artistic responsibility. The following literacies should also be demonstrated: sociocultural, quantitative, scientific and informational.

## CONCENTRATIONS FOR MARKETING MAJORS

- Marketing Communications (Page 82)

# MARKETING

A four-year program leading to the bachelor of science degree

MAJOR COURSES	CREDITS
ADVC1010 Marketing Communications I	4.5
ADVC1011 Marketing Communications II	4.5
FISV2010 Finance	4.5
MRKT1001 Principles of Marketing	4.5
MRKT1002 Consumer Behavior	4.5
MRKT1011 Principles of Professional Selling	4.5
MRKT2020 Business-to-Business Marketing	4.5
MRKT2050 Qualitative Research	4.5
MRKT3005 Brand Marketing	4.5
MRKT3011 Direct Marketing	4.5
MRKT3040 e-Commerce	4.5
MRKT3055 Quantitative Research	4.5
MRKT4001 Strategic Marketing	4.5
MRKT4030 International Marketing	4.5
MRKT4076 Marketing Externship	9.0
Career Three courses with an ECAR attribute	
Electives selected from offerings within the College of Business	13.5

## RELATED PROFESSIONAL STUDIES

ACCT1021 Business Accounting I and Lab	5.5
ACCT1022 Business Accounting II and Lab	5.5
CAR0010 Career Management Capstone	1.0
CAR1001 Principles of Career Management	2.0
FIT1000 Information Technology for Business Professionals I	4.5
FIT1020 Information Technology for Business Professionals II	4.5
LAW2001 The Legal Environment of Business I	4.5
MGMT1001 Principles of Management	4.5

### Choose one of the following four options: 13.5

IBUS4090 International Business Experience	
IBUS4020 Summer Work Abroad International Seminar AND	
IBUS4082 SWAP Operations Management and Process Improvement OR	
IBUS4086 SWAP Process Mapping	
MRKT4099 Marketing Career Co-op	
Concentr. Three courses selected from declared College of Business or School of Arts & Sciences concentration offerings	

# GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
LEAD2001 Foundations of Leadership Studies	4.5
MATH2001 Statistics	4.5
Math One math course at the MATH1002 level or higher	4.5
PHIL3040 Ethics of Business Leadership	4.5
Science One SCI-designated course	4.5
Electives Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences which may be used to form an arts & sciences concentration	9.0
<b>Choose one of the following:</b>	<b>4.5</b>
History One HIST-designated course	
Literature ENG1001 or one LIT-designated course	
<b>Choose one of the following:</b>	<b>4.5</b>
PSYC2001 Introductory Psychology	
SOC2001 Sociology I	

## Total Credits 194.0

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

# RESTAURANT, FOOD & BEVERAGE MANAGEMENT

(The Hospitality College)

## BACHELOR OF SCIENCE (B.S.) DEGREE

The Restaurant, Food & Beverage Management bachelor's degree program provides a unique combination of culinary skills and hospitality management. The focus is on current restaurant and food service management industry topics. The program also develops proficiency in the area of beverage management. Other areas of study include critical thinking, financial analysis, leadership and customer awareness in order to prepare students for a management career in the food service industry. According to the National Restaurant Association, the food and beverage industry is the largest U.S. employer besides the government.

This program includes a unique hands-on rotational externship experience at one of our partner properties.

Graduates are expected to be able to utilize their technical and management skills as well as apply critical thinking skills, ethical standards and problem-solving techniques within a food service operation. Graduates will also identify and communicate long-range vision and strategy for a food service company.

Value-added certifications within the degree include the ServSafe Alcohol Certification (a graduation requirement), the National Sanitation certification (recognized by the Conference for Food Protection), and the International School of Mixology Bartending Certificate.

# RESTAURANT, FOOD & BEVERAGE MANAGEMENT

A four-year program leading to the bachelor of science degree

MAJOR COURSES		CREDITS
FSM1001	Introduction to the Food Service Field	4.5
FSM1065	Food Safety and Sanitation Management*	1.5
FSM2055	Beverage Appreciation	4.5
FSM2080	Food Service Operations	4.5
FSM2098	Food Service Management Externship	13.5
FSM3020	Dining Service Management	4.5
FSM4061	Advanced Food Service Operations Management	4.5
FSM4880	Beverage Operations Management	4.5
CUL1315	Stocks, Sauces and Soups	3.0
CUL1335	Traditional European Cuisine	3.0
CUL1355	New World Cuisine	3.0
CUL1385	Fundamentals of Food Service Production	3.0
CUL1395	Purchasing and Product Identification	3.0
CUL4045	Spirits and Mixology Management	4.5
HOSP1008	Customer/Guest Service Management	4.5
HOSP2011	Hospitality Sales and Meeting Management	4.5
HOSP2030	Hospitality Human Resource and Diversity Leadership	4.5
HOSP3050	Hospitality Strategic Marketing	4.5
HOSP4060	Hospitality Management Seminar	4.5
Hospitality	Three courses selected from Concentr. declared concentration	13.5
Hospitality Electives**	Two courses with an EHSP attribute selected from offerings within The Hospitality College	9.0

## RELATED PROFESSIONAL STUDIES

ACCT1011	Hospitality Accounting I and Lab	5.5
ACCT1012	Hospitality Accounting II and Lab	5.5
ACCT3025	Hospitality Financial Management	4.5
CAR0010	Career Management Capstone	1.0
CAR1001	Principles of Career Management	2.0
LAW2010	Hospitality Law	4.5

## GENERAL STUDIES

ECON1001	Macroeconomics	4.5
ECON2002	Microeconomics	4.5
ENG1001	An Introduction to Literary Genres	4.5
ENG1020	English Composition	4.5
ENG1021	Advanced Composition and Communication	4.5
ENG1030	Communication Skills	4.5
LEAD2001	Foundations of Leadership Studies	4.5
PSYC2001	Introductory Psychology OR	4.5
SOC2001	Sociology I	
SPAN1011	Conversational Spanish I: Specialized Vocabulary	4.5
History	One HIST-designated course	4.5
Math	One math course at the MATH1002 level or higher	4.5
Science	One SCI-designated course	4.5

Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies course	9.0
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**FREE ELECTIVE**

One course selected from 1002–4999 numbered offerings within the university (except ACCT1005, LAW1002, MGMT2001)	4.5
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<b>Total Credits</b>	<b>197.0</b>
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\* Students must pass a national exam that is recognized by the Conference for Food Protection as a graduation requirement.

\*\* Elective courses allow students to enhance their education by earning a second concentration or by participating in a career co-op or in a term abroad program.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of “validated” or “mastered” in order to graduate with a bachelor’s degree.

# **SPORTS/ ENTERTAINMENT/ EVENT MANAGEMENT**

*(The Hospitality College)*

## **BACHELOR OF SCIENCE (B.S.) DEGREE**

The Sports/Entertainment/Event Management bachelor's degree program prepares students to manage many areas of major sports facilities and resorts, as well as organize national and international events like the World Cup, the Grammy Awards or the Olympics. Coursework enables graduates to apply the primary tools and fundamental understanding of the four basic areas of sport, entertainment or event development, planning and management.

In this four-year program the curriculum includes core courses in event management, facilities management, media relations, trade show/expo management, and entertainment management.

Students tailor their degrees toward their chosen careers by complementing the core curriculum with such electives as professional sports management, concert and event production, ceremony and protocol, athletic coaching administration, and hospitality sales and meeting management. This enables them to demonstrate personal discipline, professionalism, accountability, and ethical behavior in a sport, entertainment or event management environment.

Students further specialize by choosing a hospitality concentration. This experience allows them to use analytical thinking skills to create, develop, plan, manage, operate and evaluate the critical elements of a successful sport, entertainment or event organization.

The program culminates in an exciting, term-long, off-site externship under the direction of an industry professional that allows students to apply the skills they've learned and prepares them to launch their careers. The externship focuses on the ability to identify, document and successfully communicate personal and professional short- and long-term vision and strategies for a successful career in sport, entertainment or event management. Graduates have worked for professional sports teams, entertainment venues, resorts and conference centers.



# SPORTS/ENTERTAINMENT/ EVENT MANAGEMENT

A four-year program leading to the bachelor of science degree

MAJOR COURSES	CREDITS
HOSP1008 Customer/Guest Service Management	4.5
HOSP2030 Hospitality Human Resource and Diversity Leadership	4.5
HOSP3050 Hospitality Strategic Marketing	4.5
HOSP3850 Negotiations and Agreements	4.5
SEE1001 Introduction to Sports/Entertainment/Event Management	4.5
SEE2010 Facilities Operations	4.5
SEE2020 Event Management	4.5
SEE2030 The Entertainment Industry	4.5
SEE3008 Sports/Entertainment/Event Management Ancillary Services and Revenues	4.5
SEE3010 Ticket Sales and Operations	4.5
SEE3045 Media Relations	4.5
SEE4060 Sports/Entertainment/Event Management Seminar	4.5
SEE4099 Sports/Entertainment/Event Management Externship	13.5
<b>Choose two of the following:</b>	<b>9.0</b>
HOSP3020 Trade Show/Exposition Management	
SEE3020 Professional Sports Management	
SEE3030 Athletic Coaching and Administration	
SEE3040 Special Event Management: Ceremony and Protocol	
SEE3060 Concert and Event Production	
SEE4050 Public Assembly Facility Management	
Hospitality Concentr.	Three courses selected from declared concentration 13.5
Hospitality Electives*	Two courses with an EHSP attribute selected from offerings within The Hospitality College 9.0

## RELATED PROFESSIONAL STUDIES

ACCT1021 Business Accounting I and Lab	5.5
ACCT1022 Business Accounting II and Lab	5.5
ACCT3020 Managerial Finance	4.5
CAR0010 Career Management Capstone	1.0
CAR1001 Principles of Career Management	2.0
LAW2010 Hospitality Law	4.5

## GENERAL STUDIES

ECON1001 Macroeconomics	4.5
ECON2002 Microeconomics	4.5
ENG1001 An Introduction to Literary Genres	4.5
ENG1020 English Composition	4.5
ENG1021 Advanced Composition and Communication	4.5
ENG1030 Communication Skills	4.5
LEAD2001 Foundations of Leadership Studies	4.5
MATH2001 Statistics	4.5
PSYC2001 Introductory Psychology	4.5
SOC2001 Sociology I	4.5
History	One HIST-designated course 4.5
Math	One math course at the MATH1002 level or higher 4.5
Science	One SCI-designated course 4.5
Electives	Two courses with an EASC attribute selected from offerings within the School of Arts & Sciences or any other general studies courses 9.0

## FREE ELECTIVE

One course selected from 1002–4999 numbered offerings within the university (except ACCT1005, LAW1002, MGMT2001) 4.5

**Total Credits 194.0**

\* Elective courses allow students to enhance their education by earning a second concentration or by participating in a career co-op or term abroad program.

**NOTES:** Students must have MATH0001 (Basic Mathematics) or equivalent placement scores to enroll in the math requirement.

Students must earn a performance transcript writing assessment of "validated" or "mastered" in order to graduate with a bachelor's degree.

# CONCENTRATIONS

Students may choose to focus their electives in any of the following 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

Each student should consult with his/her faculty advisor in order to determine which concentration(s) will best further the student's career goals. Students then need to formally declare their concentration(s) by completing a concentration form in Student Academic & Financial Services. A student may declare up to a maximum of three concentrations per degree program.

# COLLEGE OF BUSINESS

Courses already required in a student's individual program cannot be selected to fulfill a COB concentration requirement. Students are responsible for completing all prerequisites necessary for courses listed in a concentration in order to complete the concentration.

## ENTREPRENEURSHIP

COURSES		CREDITS
ENTR2030	The Business Plan	4.5
ENTR2040	Financing the Entrepreneurial Venture	4.5
FISV4030	Real Estate	4.5
Total Credits		13.5

## FINANCIAL SERVICES MANAGEMENT

COURSES		CREDITS
ECON3050	International Banking and Finance	4.5
FISV3001	Introduction to Investments and Financial Planning	4.5
FISV3060	Investments II	4.5
Total Credits		13.5

## HUMAN RESOURCES MANAGEMENT

Choose any three of the following courses.

COURSES	CREDITS
ECON3030 Managerial Economics	4.5
MGMT2001 Human Resources Management*	4.5
MGMT3050 Compensation and Benefits Management	4.5
MGMT3060 Human Resources Training and Development*	4.5
MGMT3070 Contemporary Management	4.5
MGMT4070 Human Resources Management Strategy*	4.5
<b>Total Credits</b>	<b>13.5</b>

\* If courses are required in student's major, the student will take ECON3030, MGMT3050 and MGMT3070 to complete the concentration.

## MARKETING COMMUNICATIONS

COURSES	CREDITS
ADVC1021 Public Relations Concepts	4.5
ADVC3001 Creativity in Advertising	4.5
ADVC3003 Ad Campaigns	4.5
<hr/>	
<b>Total Credits</b>	<b>13.5</b>

## OPERATIONS MANAGEMENT

Choose any three of the following courses.

COURSES		CREDITS
IBUS3050	Export Procedures and Practices	4.5
MGMT2030	Service and Production Operations Management*	4.5
MGMT2040	Purchasing and Supply Chain Management	4.5
MGMT3040	Process and Quality Management*	4.5
MGMT4001	Process Planning and Control*	4.5
MGMT4050	Operations Management Strategy	4.5
Total Credits		13.5

\* If courses are required in students' major, the student will take IBUS3050, MGMT2040 and MGMT4050 to complete the concentration.

# THE HOSPITALITY COLLEGE

As a condition of baccalaureate graduation, all students (except for Food Service Management majors from the College of Culinary Arts and International Hotel & Tourism Management majors) enrolled in Hospitality College degrees must complete a three-course concentration during 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.

## BEVERAGE SERVICE MANAGEMENT

COURSES	CREDITS
CUL3020 Foundations of Wine and Spirits	4.5
CUL4045 Spirits and Mixology Management	4.5
FSM2055 Beverage Appreciation	4.5
<b>Total Credits</b>	<b>13.5</b>

## ENTERTAINMENT MANAGEMENT

COURSES	CREDITS
SEE2030 The Entertainment Industry	4.5
SEE2020 Event Management	4.5
SEE3045 Media Relations	4.5
<b>Total Credits</b>	<b>13.5</b>

## ENTREPRENEURSHIP

COURSES	CREDITS
ENTR2030 The Business Plan	4.5
ENTR2040 Financing the Entrepreneurial Venture	4.5
FISV4030 Real Estate	4.5
<b>Total Credits</b>	<b>13.5</b>

# FOOD AND BEVERAGE MANAGEMENT

COURSES	CREDITS
FSM2055 Beverage Appreciation	4.5
FSM3020 Dining Services Management	4.5
HOSP3060 Private Club Management	4.5
<b>Total Credits</b>	<b>13.5</b>

## INTERNATIONAL HOSPITALITY OPERATIONS MANAGEMENT

Concentration is only offered during the summer term abroad program.

COURSES	CREDITS
Choose one of the following:	
HOSP2050 International Tour and Hotel Operations	9.0
SEE3055 International Special Event Management	9.0
Choose one of the following:	
HOSP4020 Cultural Diversity Management	4.5
IBUS2030 Foreign Area Studies	4.5
IBUS2040 International Culture and Protocol	4.5
IHTV3010 International Hospitality Management	4.5
TRVL3030 International Policies of Tourism	4.5
<b>Total Credits</b>	<b>13.5</b>

## SALES, MEETING AND EVENT MANAGEMENT

COURSES	CREDITS
HOSP3020 Trade Show/Exposition Management	4.5
Choose two of the following:	
HOSP2011 Hospitality Sales and Meeting Management	4.5
SEE2030 The Entertainment Industry	4.5
SEE3040 Special Event Management: Ceremony and Protocol	4.5
SEE3045 Media Relations	4.5
SEE3060 Concert and Event Production	4.5
<b>Total Credits</b>	<b>13.5</b>

## SPORTS AND ENTERTAINMENT FACILITY MANAGEMENT

COURSES	CREDITS
SEE4050 Public Assembly Facility Management	4.5
Choose two of the following:	
HOSP3065 Hospitality Security and Risk Management	4.5
LAW4020 The Law of Contracts and Sales	4.5
SEE3060 Concert and Event Production	4.5
SEE4020 Sports and Entertainment Marketing	4.5
<b>Total Credits</b>	<b>13.5</b>

## SPORTS MANAGEMENT

Choose any three of the following courses.

COURSES	CREDITS
LIT3040 Sports in Literature	4.5
SEE2015 Leadership in Recreation/Leisure Settings	4.5
SEE3020 Professional Sports Management	4.5
SEE3030 Athletic Coaching and Administration	4.5
SEE4020 Sports and Entertainment Marketing	4.5
<b>Total Credits</b>	<b>13.5</b>

## SCHOOL OF ARTS & SCIENCES

### GLOBAL PERSPECTIVES

Choose any three of the following courses.

COURSES	CREDITS
LIT2030 African-American Literature	4.5
LIT4030 Multi-Ethnic Literature	4.5
REL2001 Comparative Study of World Religions: An Interdisciplinary Approach	4.5
SOC2020 Culture and Food	4.5
<b>Total Credits</b>	<b>13.5</b>

**NOTE:** A special feature of this concentration is the possibility for students to fulfill some course requirements overseas during the summer. Summer campuses will change yearly, as will course offerings. The international component provides students the opportunity to use what they've learned and add yet another impressive component to their résumés. International Business majors are not eligible for the Global Perspectives concentration.

## HISTORY

Choose any three of the following courses.

COURSES	CREDITS
HIST2001 World History to 1500	4.5
HIST2002 World History Since 1500	4.5
HIST3001 U.S. History from Colonial Times to 1876	4.5
HIST3002 U.S. History Since 1877 (to the Present)	4.5
HIST4020 American Government	4.5
<b>Total Credits</b>	<b>13.5</b>

## INTERDISCIPLINARY STUDIES

Choose any three of the following courses.

COURSES	CREDITS
ENG1901 20th Century Literature: A Multi-Disciplinary Approach	4.5
LEAD3010 Leadership Through Film and Literature	4.5
LIT3015 Food in Film and Literature	4.5
REL2001 Comparative Study of World Religions: An Interdisciplinary Approach	4.5
SOC2020 Culture and Food	4.5
<b>Total Credits</b>	<b>13.5</b>

## LEADERSHIP STUDIES

Choose any three of the following courses.

COURSES	CREDITS
LEAD2001 Foundations of Leadership Studies	4.5
LEAD2010 Special Topics in Leadership	4.5
LEAD3010 Leadership Through Film and Literature	4.5
LEAD3020 Creative Leadership	4.5
PHIL3040 Ethics of Business Leadership	4.5
SEE2015 Leadership in Recreation/Leisure Settings	4.5
<b>Total Credits</b>	<b>13.5</b>

## LITERATURE

Choose any three of the following courses.

COURSES	CREDITS
ENG1001 An Introduction to Literary Genres	4.5
LIT2030 African-American Literature	4.5
LIT3001 Studies in Drama	4.5
LIT3015 Food in Film and Literature	4.5
LIT3020 Studies in the Short Story	4.5
LIT3030 Studies in Poetry	4.5
LIT3040 Sports in Literature	4.5
LIT4030 Multi-Ethnic Literature	4.5
<b>Total Credits</b>	<b>13.5</b>

# 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

### All Other Hospitality 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 and also reflect industry requirements and standards.

# Course Numbering System

Alphabetic  
Code Discipline

## Alan Shawn Feinstein Graduate School

COMM Communication  
EVNT Event Leadership  
GRAD Graduate Studies

## Career Development

CAR Career Management

## College of Business

ACCT\* Accounting  
ADVC Advertising Communications  
BUS Business  
ECON\* Economics  
ENTR Entrepreneurship  
EQN Equine  
FISV\* Financial Services Management  
IBUS\* International Business  
LAW\* Law  
MGHI Management and the Hospitality Industry  
MGMT\* Management  
MRKT\* Marketing  
RTL Retail

## College of Culinary Arts

BPA Baking & Pastry Arts  
CUL Culinary Arts  
FSM Food Service Management  
NUTR Culinary Nutrition

## The Hospitality College

FSM Food Service Management  
HOSP\* Hospitality Management  
IHTV International Hotel and Tourism  
MGHI Management and the Hospitality Industry  
SEE Sports/Entertainment/Event Management  
TRVL Travel/Tourism

## School of Arts & Sciences

ARA Arabic  
ART Art  
CSL Community Service Learning  
ENG English  
ESL English Language Institute  
FREN French  
GER German  
HIST History  
HUM Humanities  
LEAD Leadership Studies  
LIT\* Literature  
MATH Mathematics  
PHIL Philosophy  
PSCI Political Science  
PSYC Psychology  
REL Religion  
RSCH\* Research  
RUS Russian  
SCI Science  
SOC Sociology  
SPAN Spanish

## School of Education

EDUC Education  
SPED Special Education

\*these codes also exist in the graduate school

Alphabetic  
Code Discipline (continued)

## School of Technology

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

## Other

ABRD Academic International Programs  
PHYS Physical Education  
PT Performance Skill Test

## Numeric Values

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

## First Digit

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

## Miscellaneous

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

## Definitions of Elective Attributes

Elective courses, as designated by each program, allow students to personalize their program of study by selecting courses that will strengthen and support their individual or career aspirations. Eligible elective course offerings are defined by attribute type and are identified by appropriate colleges or schools. Special note: Individual program requirements will detail any exceptions when specific courses may not satisfy an elective requirement.

When selecting an elective, students must register the appropriate type of elective and are responsible for satisfying any prerequisites or restrictions that may be present on the elective course offering. Furthermore, the elective may not be a required course in the student's program of study.

Type of elective	Attribute type
accounting	EACC
arts & sciences	EASC
baking/pastry	EBAP
career elective	ECAR
criminal justice	ECJS
culinary	ECUL
elective ("free" elective)	any 4.5 credit course
equine	EEQN
financial services	EFIN
graduate	EGRD
hospitality	EHSP
international business	EIBU
technology	ETEC

# Course Descriptions

## Career Development

### CAREER MANAGEMENT

#### **CAR0010 CAREER MANAGEMENT CAPSTONE**

This is the second of two career management courses which focuses on preparing students in making the transition from college to career. Students continue to learn ways to enhance and customize their job search materials (résumé, cover letter, portfolio and thank-you letters) in order to market themselves effectively to employers. Various job search strategies and interview techniques are reinforced as the student continues to work toward achieving Best Fit Employment. Other topics include evaluating employment offers, personal financial management strategies, the benefits of graduate school and the services provided by the Career Development Office. Prerequisite: CAR1001. (PT) Quarter Credit Hours 1.0

#### **CAR1001 PRINCIPLES OF CAREER MANAGEMENT**

This is the first of two career management courses that introduces students to various career management topics to help form a solid foundation for their success at the university and beyond. Emphasis is placed on self assessment, establishing individual career goals, identifying/researching career paths, developing self-marketing documents and building credentials in 10 major success categories. Students learn how to effectively maximize their use of the Best Fit Career Management System in finding best fit employment. (PT) Quarter Credit Hours 2.0

## College of Business

### ACCOUNTING

#### **ACCT1001 PRINCIPLES OF ACCOUNTING I AND LAB**

Accounting I is designed to acquaint students with the nature and purpose of accounting. Students are introduced to the accounting cycle, where they identify, record and summarize accounting data, including the preparation of financial statements. Also included in the course is accounting systems design as it pertains to cash, accounts receivables and inventories. Corequisite: FIT1020. (HO) Quarter Credit Hours 5.5

#### **ACCT1002 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 and statement of cost of goods manufactured. Prerequisite: ACCT1001 or ACCT1011 or ACCT1021. Quarter Credit Hours 5.5

#### **ACCT1011 HOSPITALITY ACCOUNTING I AND LAB**

This course is designed to combine the concepts of accounting theory and practice with the specialized requirements of the hospitality industry. The course introduces the nature and purpose of accounting,

the double-entry system, hospitality accounting documents and special journals, inventories, adjusting entries, financial statements and the closing process. Students learn the accounting cycle for proprietorship and corporate forms of business.

Quarter Credit Hours 5.5

#### **ACCT1012 HOSPITALITY ACCOUNTING II AND LAB**

This course is based on the Uniform System of Accounts as approved by the American Hotel & Motel Association. Comprehensive coverage is given to revenue and expense accounting, the periodic inventory method, preparation of departmental and corporate financial statements for a hotel, ratio analysis, accounting for intangible assets, and selective topics in property and equipment accounting and hospitality payroll. Prerequisite: ACCT1001 or ACCT1011 or ACCT1021.

Quarter Credit Hours 5.5

#### **ACCT1021 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

#### **ACCT1022 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: ACCT1001 or ACCT1011 or ACCT1021.

Quarter Credit Hours 5.5

#### **ACCT2021 INTERMEDIATE ACCOUNTING I**

This course provides an introduction to financial accounting basic theory, practice and developmental framework. Students are exposed to certain assets such as cash, accounts receivable and inventories. Attention is given to their valuation and impact on periodic net income and financial position.

Prerequisite: ACCT1002. (PT)

Quarter Credit Hours 4.5

#### **ACCT2022 INTERMEDIATE ACCOUNTING II**

This course is a continuation of Intermediate Accounting I. Students are 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: ACCT2021. (WI)

Quarter Credit Hours 4.5

#### **ACCT2023 INTERMEDIATE ACCOUNTING III**

This course serves as a continuation of Intermediate Accounting II. Special topics are studied such as accounting for earnings per share, income taxes, leases, pensions and the statement of cash flows.

Prerequisite: ACCT2022. (HO) (PT)

Quarter Credit Hours 4.5



### **ACCT3011 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: ACCT1002 or ACCT1012 or ACCT1022. (PT)  
Quarter Credit Hours 4.5

### **ACCT3020 MANAGERIAL FINANCE**

The procedures and practices that successful managers use to prepare financial plans and forecasts, manage their finances, and evaluate their financial performance are examined in this course. Topics include budgeting, cash flows, and financial statement analysis. This course is not available to accounting majors. Prerequisites: ACCT1002 or ACCT1022, FIT1020 or FIT1030 or SEE3008.  
Quarter Credit Hours 4.5

### **ACCT3023 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: MGMT1001 and ACCT1002 or ACCT1022.  
Quarter Credit Hours 4.5

### **ACCT3025 HOSPITALITY FINANCIAL MANAGEMENT**

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: ACCT1002 or ACCT1012.  
Quarter Credit Hours 4.5

### **ACCT3031 COST ACCOUNTING I**

This course provides an introduction to accounting in a manufacturing business. Costing procedures covered include activity based costing, job order cost, process cost, joint cost, standard cost and variance analysis. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022. (PT)  
Quarter Credit Hours 4.5

### **ACCT3040 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 reports are studied. Prerequisite: ACCT2023.  
Quarter Credit Hours 4.5

### **ACCT3050 ADVANCED ACCOUNTING**

Advanced Accounting is designed to provide the student with a sound foundation in partnership accounting and consolidated financial statements. Prerequisite: ACCT2023. (HO) (PT)  
Quarter Credit Hours 4.5

### **ACCT3060 ACCOUNTING INFORMATION SYSTEMS**

This course is designed to prepare students to utilize current technology in addition to planning for growth with new innovations in technology. Students study several typical accounting information system application areas. Topics include the relationship between the organization's accounting information system and existing and planned future information architecture, the effects that new technology may have on the accounting information system, pertinent information systems control issues, documenting information systems, database management systems and e-Commerce. Prerequisite: ACCT3040.  
Quarter Credit Hours 4.5

### **ACCT3075 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: ACCT1002 or ACCT1022. (PT)  
Quarter Credit Hours 4.5

### **ACCT4060 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 course work, students analyze and report on contemporary issues in accounting and auditing. Computer software is used extensively throughout the course. Prerequisites: ACCT3040, ACCT3050, senior status. (WI)  
Quarter Credit Hours 4.5

### **ACCT4090 ACCOUNTING EXTERNSHIP**

Management Accounting students may participate in a term-long externship at a university-approved site. This course provides students with the opportunity to earn academic credit, develop professional skills, build a professional résumé and create portfolio items by applying knowledge gained in the academic setting to an actual work environment. Prerequisites: Minimum 2.0 GPA, senior status.  
Quarter Credit Hours 13.5

### **ACCT4099 ACCOUNTING CAREER CO-OP**

Eligible students may apply for a cooperative education Assignment. These are industry experiences that allow students to gain academic credit for an invaluable work experience in the area of accounting. Upon completion of this term-long course, students have an 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 hours of course work, 4) have appropriate elective or practicum credit available in their degree audits, and 5) have the sponsorship of a faculty advisor.

ACCT4099 Quarter Credit Hours 13.5

## ADVERTISING COMMUNICATIONS

### ADVC1010 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: MRKT1001 or HOSP3050. Quarter Credit Hours 4.5

### ADVC1011 MARKETING COMMUNICATIONS II

This course focuses on the process of media analysis, selection and purchase in marketing communications planning. Students learn to combine and coordinate appropriate media choices across multiple communication options. Topics include agency/media relations, added value promotions, ratings and audience measurement, and emerging media categories. Prerequisite: ADVC1010. (PT) Quarter Credit Hours 4.5

### ADVC1021 PUBLIC RELATIONS CONCEPTS

This course introduces the basic concepts of public relations, including its origins and evolution. It examines the multiple audiences and functions of public relations within contemporary organizations including product liability, marketing communications, issue management, crisis control, media relations, corporate affairs and image building. Topics include research, planning, communication and evaluation. Particular emphasis is placed on writing press releases. Prerequisite: ADVC1011. (PT) Quarter Credit Hours 4.5

### ADVC3001 CREATIVITY IN ADVERTISING

This course is designed to teach the student to develop creative concepts based on sound selling strategies. Major emphasis is placed on teaching the student to think creatively for the wide range of media and communications tools used by today's advertiser. Students gain experience in developing creative concepts for magazines, newspapers, radio, television, billboards, brochures, catalogs and infomercials. Particular emphasis is placed on developing strategies and the visualization of concepts. Prerequisite: ADVC1011. (PT) (WI) Quarter Credit Hours 4.5

### ADVC3003 ADVERTISING CAMPAIGNS

This advanced course for Marketing Communication majors covers the strategies employed to develop and implement successful communication campaigns using advertising, sales promotion, public relations and multimedia tools. Extensive analysis of successful communication campaign models is used to aid students in the development of creative and effective ideas. Students are responsible for developing several advertising campaigns for various marketing organizations, including a multilevel campaign that is chronicled in a comprehensive plan book. (WI) Prerequisite: ADVC3001. Quarter Credit Hours 4.5

## BUSINESS

### BUS3092 DIRECTED WORK EXPERIENCE II

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised, unpaid industry setting. The focus of these experiences revolves around a specific industry-based or a functional area-based project. Prerequisite: Permission of department chair. Quarter Credit Hours 9.0

### BUS3098 DIRECTED WORK EXPERIENCE III

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised, unpaid industry setting. The focus of these experiences revolves around a specific industry-based or a functional area-based project. Prerequisite: Permission of department chair. Quarter Credit Hours 13.5

### BUS3191 DIRECTED WORK EXPERIENCE I (A MODULE)

The course is a classroom and externship/internship learning approach to general management studies involving human resources, marketing, operations/production and finance/accounting relative to the performance excellence process. Students get an overview of the modern quality movement and the Malcolm Baldrige National Quality Award criteria for Performance Excellence. Additional topics introduced include international organizational behavior, new decision-making methodology for business environments (specifically for industries) culture and protocol, regionally focused topics, and comparative economic studies. Emphasis is placed on analysis of organizational processes in general business management or the four main functional areas (marketing, operations/production, human resources, finance/accounting) or students may choose a concentrated focus in one area. Prerequisites: 2.75 GPA, 90 credit hours completed. Quarter Credit Hours 4.5

### BUS3291 DIRECTED WORK EXPERIENCE I (B MODULE)

This course builds on the concepts introduced in BUS3191. Emphasis is again placed on analysis of the organizational processes in general business management or the four main functional areas (marketing, operations/production, human resources, finance/accounting) or students may choose a concentrated focus in one area. Additional topics are incorporated into the program to round out student comprehension and to interface with other disciplines such as international organizational behavior, new decision-making methodology for business environments (specifically for industries) culture and protocol, regionally focused topics, and comparative economic studies. Prerequisites: 2.75 GPA, BUS3191. Quarter Credit Hours 4.5

### **BUS3391 DIRECTED WORK EXPERIENCE I (C MODULE)**

This course continues the externship/internship learning from BUS3291. It provides students with additional exposure to general management studies involving human resources, marketing, operations/production and finance/accounting relative to the performance excellence process. Emphasis is placed on analysis of organizational processes in either general business management or the four main functional areas, (marketing, operations/production, human resources, finance/accounting) or a concentrated focus in one area. Additional topics are incorporated into the program to round out student comprehension and to interface with other disciplines such as international organizational behavior, new decision-making methodology for business environments (specifically for industries) culture and protocol, regionally focused topics, and comparative economic studies. Prerequisites: 2.75 GPA, BUS3291. Quarter Credit Hours 4.5

## **COOPERATIVE EDUCATION**

### **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 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 course work, 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.

## **ECONOMICS**

### **ECON1001 MACROECONOMICS**

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

### **ECON2002 MICROECONOMICS**

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

### **ECON3030 MANAGERIAL ECONOMICS**

This course introduces business students to the application of economic principles at the decision-making level in a business organization. This course demonstrates how economic concepts can be applied to decisions involving business strategy and the attainment of organizational objectives. Prerequisites: ECON2002, MGMT1001. Quarter Credit Hours 4.5

### **ECON3050 INTERNATIONAL BANKING AND 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: ACCT1002 or ACCT1012 or ACCT1022. (HO) (PT) Quarter Credit Hours 4.5

## **ENTREPRENEURSHIP**

### **ENTR2030 THE BUSINESS PLAN**

The course teaches students how to develop a business plan for the business they are considering starting. Emphasis is placed on the realism and completeness of the business plan. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022, ENTR1001 or FSM1001 or HOSP1001 or MGMT1001 or MGMT2120 or SEE1001. (PT) (WI) Quarter Credit Hours 4.5

### **ENTR2040 FINANCING THE ENTREPRENEURIAL VENTURE**

Following the development of a business plan in ENTR2030, this course investigates funding sources for small businesses. The objective is to educate the entrepreneur as to what capital generating sources are available, pointing out the advantages and disadvantages of each. Prerequisite: ENTR2030. (PT) Quarter Credit Hours 4.5

## **FINANCIAL SERVICES MANAGEMENT**

### **FISV2010 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: ACCT1002 or ACCT1012 or ACCT1022. (PT) Quarter Credit Hours 4.5

### **FISV3001 INTRODUCTION TO INVESTMENTS AND FINANCIAL PLANNING**

This course introduces students to investing and financial planning. It reviews the nature of capital markets and the roles that investment companies play between the investor and the corporation. Different asset classes, including equities and bonds, are covered. The role of the financial planning process, taxes and regulation is also considered. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022. (PT) Quarter Credit Hours 4.5

### **FISV3060 INVESTMENTS II**

This course addresses the areas of financial planning, money management, portfolio planning, retirement planning and estate planning as it relates to the individual. In addition, diversification, risk strategies and tax consequences of investment decisions are evaluated. Prerequisite: FISV3001.

Quarter Credit Hours 4.5

### **FISV4030 REAL ESTATE**

This course is designed for students seeking a clear presentation of the numerous investment decisions involved in real estate. Topics include how to lease, buy, sell or mortgage a property; how to analyze and predict the forces in the market and determine real estate values; whether and when to renovate, rehabilitate or demolish; and when and how to divest of property. Prerequisite: ACCT3020 or ACCT3025 or FISV2010.

Quarter Credit Hours 4.5

## **INTERNATIONAL BUSINESS**

### **IBUS2020 SEMINAR ON THE EUROPEAN UNION**

This course deals with the detailed study of the development of the European Community and the implications that it has for American business. Specific companies in selected countries are studied as to how they are affected by community laws, tariffs and production regulations. Considerable emphasis is placed on outside speakers, articles and video cases. Prerequisite: ECON1001 or ECON1901. (PT)

Quarter Credit Hours 4.5

### **IBUS2030 FOREIGN AREA STUDIES**

This course is designed as a seminar course with topics changing from term to term, depending upon the dynamics of change in key global markets. Topic areas include China (IBUS2031), Pacific Rim (IBUS2032), Latin America (IBUS2033), Russia (IBUS2034), Eastern Europe (IBUS2035) or Africa (IBUS2036). The course is structured to focus on four primary components: business, economics, politics and culture, essentially in this priority.

Prerequisite: ECON1001 or ECON1901.

Quarter Credit Hours 4.5

### **IBUS3050 EXPORT PROCEDURES AND PRACTICES**

This course provides students with the basic body of knowledge and mechanics that are needed to successfully undertake and explore every avenue of exporting. A description of the essentials as well as the parameters of exporting are given. The course applies to an entrepreneurial export situation, to businesses expanding through foreign sales, and to companies simply trying to improve the operations of an existing export department. The emphasis on finance stems from the experience that frequently, a successful export effort is unnecessarily blocked or frustrated by finance problems. Such problems can arise from accumulating foreign receivables or the additional working capital required to handle the extra large sales that exporting often generates. Prerequisite: ACCT1002 or ACCT1012 or ACCT1022. (PT)

Quarter Credit Hours 4.5

### **IBUS4020 SWAP INTERNATIONAL SEMINAR**

This is an upper-level College of Business course dealing with environmental analysis, objective setting, positioning and implementation of examining the concept of quality and tactical approaches used to manage quality improvement efforts in organizations. This is the preparatory course for the IBUS4080 Summer Work Abroad program. Prerequisites: 3.0 cumulative GPA, 90 quarter credit hours completed.

Quarter Credit Hours 4.5 (taken in conjunction with the 9.0 credit Summer Work Abroad program)

### **IBUS4082 SWAP OPERATIONS MANAGEMENT AND PROCESS IMPROVEMENT**

This is an upper-level College of Business course in which students implement and present the project developed during the IBUS4020 preparatory classroom-based course at the host company in an international (non-U.S.) setting. Students engage in a major project management initiative incorporating quality and process improvement tools. Projects are developed jointly by the advisors and host company, and students implement the initiative. Prerequisites: IBUS4020, 3.0 cumulative GPA, permission of instructor(s)/advisor(s).

Quarter Credit Hours 9.0

### **IBUS4086 SWAP PROCESS MAPPING**

This is an upper-level College of Business course in which students perform hands-on process mapping at the host company's national and international (non-U.S.) settings. They present and implement the project developed during the IBUS4020 preparatory classroom-based course at the host company in an international (non-U.S.) setting. Prerequisites: IBUS4020, 3.0 cumulative GPA, permission of instructor(s)/advisor(s).

Quarter Credit Hours 9.0

### **IBUS4090 INTERNATIONAL BUSINESS EXPERIENCE**

This course refers to a series of options available that total 13.5 credits:

- 1) Students choose a specific course from the IBUS4090 options (IBUS4091–4094). These courses are only offered during a specific short term College of Business summer study abroad program. Each course has its own prerequisites. Students apply for their program of choice during the fall through the Study Abroad Office and are selected for the study abroad program prior to the spring term. During the spring term students engage in pre-departure course work before embarking on a three-to-four-week immersion in a foreign cultural and business setting. Faculty guide students through a rigorous study and travel experience to increase students' global awareness as they explore the specific academic focus of the program. Course delivery consists of lecture, industry visits and cultural excursions. Eligible students register for the summer term for the IBUS4091–4094 course specific to their program.
- 2) Eligible students may opt to take a co-op(s) within their major (4097, 4098, 4099).
- 3) Eligible students may opt to take IBUS4020 Summer Work Abroad International Seminar and a specific course from the IBUS4080 Series of Summer Work Abroad Programs: IBUS4082 or IBUS4086.
- 4) Students not eligible to take the international business programs, co-op programs or SWAP programs take three additional career electives from the College of Business.

Students should consult with their faculty advisor to make their selection.

Quarter Credit Hours: 13.5

**IBUS4097 INTERNATIONAL BUSINESS****CAREER CO-OP****IBUS4098 INTERNATIONAL BUSINESS****CAREER CO-OP****IBUS4099 INTERNATIONAL BUSINESS****CAREER CO-OP**

Eligible students may apply for a cooperative education assignment. These are industry experiences that allow students to gain academic credit for an invaluable work experience in the international business area. Upon completion of this term-long course, students have an 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 hours of course work, 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

IBUS4097 Quarter Credit Hours 4.5

IBUS4098 Quarter Credit Hours 9.0

IBUS4099 Quarter Credit Hours 13.5

**LEGAL STUDIES****LAW2001 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 torts, are followed by a selection of more advanced related fields which may include sales, intellectual property, real property law, constitutional law and alternate dispute resolution. Attention is 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. (HO) Quarter Credit Hours 4.5

**LAW2010 HOSPITALITY LAW**

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

**LAW3002 THE LEGAL ENVIRONMENT OF BUSINESS II**

This course is a continuation of LAW2001, 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 is 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: LAW2001 or LAW2010. (HO) Quarter Credit Hours 4.5

**LAW4020 THE LAW OF CONTRACTS AND SALES**

This course is a study of the legal principles and rules of both common law contracts and contracts for Sale of Goods under Article 2 of the Uniform Commercial Code through the study of appellate cases, legislative enactments, legal terminology, and hypothetical problem solving. The course examines the formation, performance, enforcement, discharge and remedies for breach.

Quarter Credit Hours 4.5

**MANAGEMENT****MGMT1000 FOUNDATIONS OF BUSINESS**

This course introduces students to the basic concepts of business by exploring a broad spectrum of business activities. The course focuses on multiple environments that effective business managers must understand. Topics covered include business in a global environment, starting and growing a business, marketing, managing technology and managing financial resources.

Quarter Credit Hours 4.5

**MGMT1001 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

**MGMT2001 HUMAN RESOURCES 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.

(HO) (PT) (SL) (WI)

Quarter Credit Hours 4.5

**MGMT2020 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.

Quarter Credit Hours 4.5

**MGMT2030 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: ENTR1001 or MGMT1001 or MGMT2120. (PT)

Quarter Credit Hours 4.5

**MGMT2040 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: ENTR1001 or MGMT1001 or MGMT2120. (PT) Quarter Credit Hours 4.5

#### **MGMT3030 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. Students are required to show their understanding of these technologies. Students are also exposed to typical approaches and managerial practices through demonstrations, case studies, simulations and hands-on exercises. Prerequisite: ENTR1001 or MGMT1001 or MGMT2120. Quarter Credit Hours 4.5

#### **MGMT3040 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: MGMT2030, MATH2001. (PT) Quarter Credit Hours 4.5

#### **MGMT3050 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: MGMT2001. (PT) Quarter Credit Hours 4.5

#### **MGMT3060 HUMAN RESOURCES TRAINING AND 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: MGMT2001. (PT) Quarter Credit Hours 4.5

#### **MGMT3070 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 MGMT2020. Prerequisite: Junior or senior status. (PT) Quarter Credit Hours 4.5

#### **MGMT4001 PROCESS PLANNING AND CONTROL**

This course offers a quantitative approach to management problems which enables students to "get their feet wet" in the disciplines of quantitative methods used to improve organizational performance. Prerequisite: MATH2001. (PT) Quarter Credit Hours 4.5

#### **MGMT4020 STRATEGIC MANAGEMENT**

This Department of Management 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. Prerequisites: ACCT3020 or ACCT3023 or ACCT3031 or ACCT4012, senior status. (HO) (PT) Quarter Credit Hours 4.5

#### **MGMT4030 SENIOR MANAGEMENT SEMINAR**

This Department of Management 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. Prerequisites: MGMT4020, senior status. (PT) Quarter Credit Hours 4.5

#### **MGMT4050 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: MGMT2030, MGMT4020. Quarter Credit Hours 4.5

#### **MGMT4070 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: MGMT2001, MGMT3060. (HO) Quarter Credit Hours 4.5

#### **MGMT4097 MANAGEMENT CAREER CO-OP**

#### **MGMT4098 MANAGEMENT CAREER CO-OP**

#### **MGMT4099 MANAGEMENT CAREER CO-OP**

Eligible students may apply for a cooperative education assignment. These are industry experiences that allow students to gain academic credit for an invaluable work experience in the management area. Upon completion of this term-long course, students have an 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 hours of course work, 4) have appropriate elective or practicum credit available in their degree audits, and 5) have the sponsorship of a faculty advisor.

MGMT4097 Quarter Credit Hours 4.5

MGMT4098 Quarter Credit Hours 9.0

MGMT4099 Quarter Credit Hours 13.5

## MARKETING

### MRKT1001 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

### MRKT1002 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: MRKT1001 or HOSP3050. (WI)

Quarter Credit Hours 4.5

### MRKT1011 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

### MRKT2020 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: MRKT1001 or HOSP3050.

Quarter Credit Hours 4.5

### MRKT2050 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: MRKT1001. (WI)

Quarter Credit Hours 4.5

### MRKT3005 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: MRKT1001 or HOSP3050.

Quarter Credit Hours 4.5

### MRKT3011 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: MRKT1001 or HOSP3050 and junior status. (WI)

Quarter Credit Hours 4.5

### MRKT3040 E-COMMERCE

This course focuses on the development and management of electronic marketing strategies through interactive media and on-line channel networks. Emphasis is placed on three distinct classes of e-Commerce applications: business-to-consumer, business-to-business, and intra-organizational. Prerequisite: MRKT1001 or HOSP3050. (PT)

Quarter Credit Hours 4.5

### MRKT3055 QUANTITATIVE RESEARCH

This course is a continuation of MRKT2050 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 MRKT2050, students learn modern market research techniques that are used to make sound business decisions. Prerequisites: MRKT2050, MATH2001, junior status. (WI)

Quarter Credit Hours 4.5

### MRKT4001 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. It is recommended that all students complete all related professional studies courses before attempting this capstone course. Prerequisites: MRKT1001 or HOSP3050 and senior status. (PT) (WI)

Quarter Credit Hours 4.5

### MRKT4030 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: MRKT1001 or HOSP3050 and junior status. (HO) (PT)

Quarter Credit Hours 4.5

### MRKT4076 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. To be eligible, students must maintain a 2.0 grade point average and maintain a clean record of behavior as defined by the Student Code of Conduct. Prerequisite: 120 quarter credits completed.

Quarter Credit Hours 9.0

**MRKT4097 MARKETING CAREER CO-OP****MRKT4098 MARKETING CAREER CO-OP****MRKT4099 MARKETING CAREER CO-OP**

Eligible students may apply for a cooperative education assignment. These are industry experiences that allow students to gain academic credit for an invaluable work experience in the marketing area. Upon completion of this term-long course, students have an 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 hours of course work, 4) have appropriate elective or practicum credit available in their degree audits, and 5) have the sponsorship of a faculty advisor.

MRKT4097 Quarter Credit Hours 4.5

MRKT4098 Quarter Credit Hours 9.0

MRKT4099 Quarter Credit Hours 13.5

## **RETAIL**

**RTL1005 RETAILING**

This course is designed to introduce the student to the field of retailing. Emphasis is placed on basic principles of the retail environment, retail operations and retail administration. Career paths and leadership styles are incorporated into this course. Current conditions and newer concepts and practices in the field are highlighted, with special attention focused on industry terminology.

Quarter Credit Hours 4.5

**RTL1010 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

**RTL1020 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

**RTL1050 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

**RTL2010 APPAREL QUALITY ANALYSIS**

This course provides students with a method for evaluating the quality of ready-to-wear apparel. Using an industry approach, the course integrates the study of traditional clothing construction with that of apparel production. Making informed business decisions in fashion merchandising and marketing requires an understanding of how apparel is manufactured and an appreciation of the features that affect cost and quality. Prerequisite: RTL1010.

Quarter Credit Hours 4.5

**RTL2020 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

**RTL2063 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. The third component is the industry field trips. 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 planned career opportunities for the future. Prerequisites: RTL1005, RTL1020. (PT) (WI)

Quarter Credit Hours 4.5

**RTL2095 RETAIL PRACTICUM LAB**

This course is designed to give students laboratory experience in merchandising functions. Students participate in a simulated work environment under the supervision of faculty with expertise in the industry. Market analysis and trend research are included with "back of the house" simulations in buying, vendor communications, catalog operations and merchandise promotion modules. Prerequisite: RTL1005.

Quarter Credit Hours 4.5

**RTL3010 MERCHANDISE BUYING**

This course provides the student with the principles that govern the movement of merchandise. Students are expected to know the environmental factors that influence the behavior of consumers and the techniques for determining and predicting merchandise cycles.

This course outlines the merchandising activities and marketing trends of those industries involved with the production and providing of goods in the marketplace. The options of the buyer in making merchandise budgets, plans and decisions are presented. This background provides the basis for examining the merchandising activities and decisions expected of a buyer at the retail level. Buying activities are compared for a variety of retail settings. Prerequisite: RTL1005.

Quarter Credit Hours 4.5



### **RTL3020 MERCHANDISE MATHEMATICS**

This course is designed to examine the philosophies, theories and techniques underlying the allocation of merchandise investments, control of sales and control of inventory (including planning and pricing) in retail stores. The course approaches retail management from the standpoint of the retail businessperson and is intended to serve as a tool for the student of retailing or merchandising. Prerequisite: RTL1005. (PT) Quarter Credit Hours 4.5

### **RTL3030 COMPARATIVE RETAIL STRATEGIES**

This course is designed to analyze and compare retail merchandise and management techniques used in specialty store, department store, chain store and mass merchandising operations. A case study approach is used in evaluating merchandise and management decisions in a variety of cases involving issues, types of operations and levels of management. Prerequisite: RTL2063. (HO) (PT) (WI) Quarter Credit Hours 4.5

### **RTL3055 GLOBAL INFLUENCES ON FASHION HISTORY**

This advanced course focuses on the elements affecting dress from antiquity through the 20th century. Using an interdisciplinary approach students explore the complex relationship between dress and textiles as a reflection of material culture and phenomena such as social structure, technology, aesthetics, geography, politics and religion. The constants as well as the changes in human ecology are analyzed using primary sources including archeological discoveries, artworks, written documents, period photographs and extant objects. Critical thinking skills and scholarship are emphasized as students apply a historical framework to real world issues in today's global marketplace. Prerequisites: RTL1010, RTL1020. Quarter Credit Hours 4.5

### **RTL3076 RETAIL EXTERNSHIP**

The student has the option of serving on an externship or, if the student meets the requirements, may substitute a cooperative education experience for this course. Other options may include a special project of substantial depth at the student's current place of employment, or a for-credit-only endeavor in a corporate or non-profit setting. All experiences are administered through the Career Development Office. Prerequisites: RTL2063 and RTL2095. Quarter Credit Hours 9.0

### **RTL4010 RETAIL EXECUTIVE DECISION MAKING**

This course is presented seminar style as a capstone course for retail seniors. Guest speakers, situational role playing and trade journals are used to interpret current market trends, environmental and economic impacts on retailing. Students analyze interpersonal skills and discuss employee survival skills. Focus is also given to making merchandising and buying decisions. Prerequisite: Senior status. (PT) (WI) Quarter Credit Hours 4.5

## *College of Culinary Arts*

### **BAKING & PASTRY ARTS**

#### **BPA1100 PRINCIPLES AND TECHNIQUES OF BREAD PRODUCTION**

This course provides a solid foundation in the principles and techniques of artisan bread production. Products covered include yeasted, naturally leavened, prefermented and unleavened breads and rolls, decorative breads, quick breads, and yeasted viennoiserie. Properties and characteristics of ingredients, the baker's percentage system and scaling methods are studied, as well as proper mixing techniques, controlled fermentation, hand shaping skills and baking methodology. (HO) Quarter Credit Hours 7.5

#### **BPA1200 CLASSICAL FRENCH PASTRIES**

This course is designed to give the student fundamental working knowledge of the traditional methods of producing puff pastry, paté a choux, creams and custards. Fundamentals of production and finishing techniques are introduced. This course concentrates on the practical techniques of platter design and presentations. (HO) Quarter Credit Hours 7.5

#### **BPA1300 HOT AND COLD DESSERT PRESENTATIONS**

This course covers the basic techniques and presentations of traditional American and international desserts. The emphasis is on pies, fruit desserts, baklava and strudel, frozen desserts, and cheesecake. The daily presentations of desserts focuses on individual plating. (HO) Quarter Credit Hours 7.5

#### **BPA1400 INTRODUCTION TO CAKE DECORATING AND PETITS FOURS**

The course is designed to expose students to the proper procedure for producing cakes. Emphasis is placed on the numerous different types of cakes and fillings. Time is also spent on specialty cakes such as birthday cakes and wedding cakes. Petits fours are also introduced to the students. (HO) Quarter Credit Hours 7.5

#### **BPA2100 ADVANCED CAKE DECORATING AND 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 introduces the student to making marzipan showpieces. Prerequisites: BPA1400, sophomore status. (HO) (PT) Quarter Credit Hours 7.5

#### **BPA2200 CHOCOLATE AND SUGAR ARTISTRY AND SHOWPIECES**

During this course, students practice, using several methods, the proper chocolate tempering procedure. Hand-dipped and molded chocolate candies (pralines) are produced, utilizing a variety of different chocolates, fillings, manufacturing and decorating techniques. Students design and create centerpieces and showpieces using mediums such as chocolate, pastillage, royal icing, and poured and pulled sugar. Prerequisite: Sophomore status. (HO) Quarter Credit Hours 7.5

### **BPA2366 PASTRY ARTS INTERNSHIP/EXTERNSHIP**

The baking & pastry arts internship/externship provides students with the opportunity to prepare baked items and other desserts and pastries in large quantities. Upon completion of this course, students have a better understanding of commercial operations. Prerequisite: Completion of all freshman-level course work. Quarter Credit Hours 13.5

### **BPA2396 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 has a better understanding of the demands and expectations of the food service industry. Academic credit is awarded for this hands-on experience. Prerequisite: Completion of all freshman-level course work. Quarter Credit Hours 13.5

## **CULINARY ARTS**

### **CUL1315 STOCKS, SAUCES AND SOUPS**

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

### **CUL1325 ESSENTIALS OF DINING ROOM**

Students are introduced to front-of-the-house (FOH) operations and professional dining service techniques. Etiquette, quality service, positive guest relations, effective communication skills and guest check handling are emphasized. Students actively perform hot and cold food and beverage service using various service techniques. Students are prepared and take the Federation of Dining Room Professionals Associate Certification exam as an outcome assessment. (HO) (PT) Quarter Credit Hours 3.0

### **CUL1335 TRADITIONAL EUROPEAN CUISINE**

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

### **CUL1345 INTRODUCTION TO BAKING & PASTRY**

Production includes basic breads and rolls, 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. (HO) Quarter Credit Hours 3.0

### **CUL1355 NEW WORLD CUISINE**

Students are introduced to cooking techniques of grilling/broiling, roasting and deep-frying. Lecture, demonstration and production revolve around North, Central and South American cuisine, ingredients and plate presentations. The proper use of knives and basic vegetable cuts is emphasized. (HO) (PT) Quarter Credit Hours 3.0

### **CUL1365 PRINCIPLES OF BEVERAGE SERVICE**

The course combines introduction and application of beverage, bartending and service. Students are introduced to the identification, production, and service of nonalcoholic beverages, beer, wine, spirits, cordials,

cocktails, mixed drinks and coffee. Students are introduced to sensory evaluation of beverages. This class incorporates and requires the student taking an industry recognized alcohol training intervention procedures certification program. (HO) (PT) Quarter Credit Hours 3.0

### **CUL1375 NUTRITION AND SENSORY ANALYSIS**

Students are introduced to the cooking techniques of steaming and poaching. Lecture, demonstration and production revolve around nutritional analysis of menus and recipes, and the sensory properties of food. The focus is on production of flavorful and nutritionally balanced entrées, vegetables and grains. (HO) (PT) Quarter Credit Hours 3.0

### **CUL1385 FUNDAMENTALS OF FOOD SERVICE PRODUCTION**

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

### **CUL1395 PURCHASING AND PRODUCT IDENTIFICATION**

Students engage in identifying and handling various fresh, frozen, canned, dry ingredients and sundry items. Food service purchasing, receiving, handling, storage, issuing and evaluation processes are discussed and demonstrated. Purchasing automation, computerized purchasing and HACCP systems are discussed and demonstrated in this course. (HO) Quarter Credit Hours 3.0

### **CUL1405 SKILLS OF MEATCUTTING**

Purchasing, receiving, evaluating and proper storage procedures are 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. (HO) Quarter Credit Hours 3.0

### **CUL2215 GARDE MANGER**

Students are 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. Prerequisite: Sophomore status. (HO) Quarter Credit Hours 3.0

### **CUL2225 CLASSICAL FRENCH CUISINE**

Students are introduced to the preparation of Cuisine Classique. Techniques learned in freshman culinary classes are applied and refined. Emphasis is placed on French menu terminology, techniques and sauces. Prerequisite: Sophomore status. (HO) (PT) Quarter Credit Hours 3.0

### **CUL2235 ADVANCED DINING ROOM PROCEDURES**

Students are exposed to advanced table service techniques, tableside preparation, and the importance of team service and guest satisfaction. Students apply team service utilizing various service techniques. Students are introduced to wines of Old World wine regions as well as wines of the Southern Hemisphere and the laws regulating them. Students are also introduced to methods of merchandising food and beverage. Prerequisites: CUL1325, sophomore status. (HO) Quarter Credit Hours 3.0

### **CUL2245 INTERNATIONAL CUISINE**

This course reinforces the techniques of grilling, deep-frying/shallow-frying, stir-frying, simmering, braising/stewing and steaming through the menu production of foods from around the world. The cuisines of China, Japan, Korea, Thailand, Vietnam, Philippines, India, Malaysia, Pakistan, the Middle East, Northern Africa, Greece, Turkey, Italy, Spain, Portugal, the Caribbean, Central America and South America are explored. Prerequisite: Sophomore status. (HO) Quarter Credit Hours 3.0

### **CUL2255 ADVANCED PATISSERIE/DESSERT**

Emphasis is placed on the production of creams, ice creams, sorbets, mousse, chocolate, strudel, filo (phyllo), sauces and plated desserts. Daily presentation of individual desserts and creative plate presentation are featured. Prerequisites: CUL1345, sophomore status. (HO) Quarter Credit Hours 3.0

### **CUL2386 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. Prerequisite: Completion of all freshman-level course work. Quarter Credit Hours 13.5

### **CUL2396 CULINARY ARTS COOPERATIVE EDUCATION**

In this course, experiential learning takes place in diverse industry work settings in the U.S. and internationally. Selected students are exposed to various culinary and pastry arts kitchen rotations. Upon completion, students have a better understanding of the demands and expectations of the food service industry. Students must have a minimum GPA of 2.75 to participate in co-op. Academic credit is awarded for this "hands-on" experience. Prerequisite: Completion of all freshman-level course work. Quarter Credit Hours 13.5

### **CUL2576 CULINARY ARTS EXTERNSHIP**

Culinary Arts Externship provides students with a "hands-on" learning experience in preparing and serving food and beverages in diverse industry work settings. Selected students are exposed to various culinary arts settings with permission of the dean of the College of Culinary Arts. Academic credit is awarded for this experience. Prerequisite: Completion of all freshman-level course work. Quarter Credit Hours 13.5

### **CUL3020 FOUNDATIONS OF WINE AND SPIRITS**

This course introduces the student to a systematic sensory approach to wines and spirits and develops the student's ability to describe them in a marketable way. The course teaches a fundamental understanding of the relationship between climate, terrain, soils and grape

varietals and the differentiation between quality levels of wine and spirits. Approximately 70 wines are tasted. Quarter Credit Hours 4.5

### **CUL4045 SPIRITS AND MIXOLOGY MANAGEMENT**

This course offers the student an advanced understanding of spirits, liqueurs, cocktails and mixology to design and supervise a successful bar operation. Spirits, liqueurs, cocktails and mixology principles are discussed within cultural, historical and business context. Advanced sensory analysis, cocktail recipe creation and production methods, inventory, cost analysis and merchandising are major components of this course. Alcohol liability and server training are reviewed. Students take the International School of Mixology Bartending Certificate. Prerequisite: Junior status. Quarter Credit Hours 4.5

## **FOOD SERVICE MANAGEMENT**

### **FSM1065 FOOD SAFETY AND SANITATION MANAGEMENT**

Students explore the fundamentals of food safety and environmental sanitation. This course looks at the origins of foodborne illness and the implementation of HACCP. Students must pass a national sanitation exam that is recognized by the Conference for Food Protection to fulfill the graduation requirement. (HO) Quarter Credit Hours 1.5

### **FSM2025 FOOD AND BEVERAGE COST CONTROL**

Food and 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: MATH0001 or concurrent or placement. (HO) (WI) Quarter Credit Hours 4.5

### **FSM2045 INTRODUCTION TO MENU PLANNING AND COST CONTROLS**

This course allows the student to learn and to apply the skills of professional menu development while learning the importance and use of the proper tools and documents needed to control food and beverage costs and to analyze sales. This course introduces various food service concepts, explores labor and overhead expenses and introduces the income statement as a method of evaluating business success. Prerequisite: MATH0001 or concurrent or placement. (HO) Quarter Credit Hours 4.5

## **NUTRITION**

### **NUTR2001 INTRODUCTION TO NUTRITION**

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

# *The Hospitality College*

## **COOPERATIVE EDUCATION**

### **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 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 course work; 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):

HOSP4079 International Hospitality Career Co-op (13.5)

HOSP4093 Hospitality Career Co-op (4.5)

HOSP4096 Hospitality Career Co-op (9.0)

HOSP4099 Hospitality Career Co-op (13.5)

## **FOOD SERVICE MANAGEMENT**

### **FSM1001 INTRODUCTION TO THE FOOD SERVICE FIELD**

This introductory course examines career opportunities, organizational structures, history and human resource management in the food service industry. Specific segments are also examined in commercial, industrial and institutional areas of food service.

Quarter Credit Hours 4.5

### **FSM1065 FOOD SAFETY AND SANITATION MANAGEMENT**

Students explore the fundamentals of food safety and environmental sanitation. This course looks at the origins of foodborne illness and the implementation of HACCP. Students must pass a national sanitation exam that is recognized by the Conference for Food Protection to fulfill the graduation requirement. (HO)

Quarter Credit Hours 1.5

### **FSM2055 BEVERAGE APPRECIATION**

This intermediate course refines the student's knowledge of beverages served in a variety of hospitality operations. Emphasis is placed on beverage sensory perception and food pairings. Students develop and analyze strategies to effectively manage, market and set standards for beverage operations. Both alcoholic and non-alcoholic beverages are examined. Prerequisite: Sophomore status.

Quarter Credit Hours 4.5

### **FSM2075 HOTEL FOOD AND BEVERAGE CONTROLS**

This course is designed to complete a student's foundation in purchasing and food and beverage operational controls. Emphasis is placed on methods used by hotel managers in order to increase food and beverage operational profits through maximizing revenues and controlling costs. Students also develop income statements and utilize spreadsheet applications to analyze food and beverage operations. Prerequisite: FSM2085 or CUL1395.

Quarter Credit Hours 4.5

### **FSM2080 FOOD SERVICE OPERATIONS**

This intermediate-level course is designed to complete a student's foundation in purchasing as well as food and beverage operational controls. Emphasis is placed on mastering the purchasing cycle functions and back-of-the-house menu management systems. Students also develop income statements and utilize spreadsheet applications to analyze food and beverage operations. Students use current technology to develop income statements and manage back-of-the-house operations. Prerequisite: FSM2085 or CUL1395.

Quarter Credit Hours 4.5

### **FSM2085 HOTEL FOOD AND BEVERAGE OPERATIONS**

This course is designed to introduce the student to the roles and standard operating procedures used for food and beverage operations in lodging settings. Emphasis is placed on food preparation techniques, basic purchasing procedures, kitchen and dining equipment, product identification and guest service styles and standards used in various lodging operations. Corequisite: FSM1065.

Quarter Credit Hours 4.5

### **FSM2098 FOOD SERVICE MANAGEMENT EXTERNSHIP**

This externship provides in-depth experience in food and beverage operations. Rotational assignments incorporate both front- and back-of-the-house operations. It includes day, evening, and weekend shifts. A limited number of students may be able to substitute this course for FSM2099. Prerequisite(s): CUL1325 or FSM1070, FSM1065, approved sanitation certificate. (SL)

Quarter Credit Hours 13.5

### **FSM3001 FOOD SERVICE MANAGEMENT SYSTEMS AND HUMAN RESOURCE APPLICATIONS**

This course is intended to prepare the students to apply sound human resource management principles to situations encountered within the hospitality industry. 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. Prerequisite: CUL2366 or CUL2386 or CUL2396 or BPA2366 or BPA2396. (PT)

Quarter Credit Hours 4.5

### **FSM3020 DINING SERVICE MANAGEMENT**

This intermediate course concentrates on the comprehensive study of dining service operations within the food and beverage industry. Emphasis is placed on human resource development, staffing, facility design, internal marketing, and fiscal accountability. Prerequisite: FSM2080 or SEE3008.

Quarter Credit Hours 4.5

#### **FSM4060 HOSPITALITY OPERATIONS MANAGEMENT**

This upper-level capstone course combines a working knowledge of food production techniques and management skills necessary to operate a food service facility. Students further enhance these skills in a small-quantity food service setting in which they have full control over the food service operation. Prerequisites: FSM2075 or FSM2080, senior status. (PT)  
Quarter Credit Hours 9.0

#### **FSM4061 ADVANCED FOOD SERVICE OPERATIONS MANAGEMENT**

This upper-level capstone course concentrates on integrating critical competencies of management in a small food service setting. Emphasis is placed on menu development, marketing, staff scheduling, production planning and implementation, service and fiscal accountability. Students manage the food service operation. Prerequisites: FSM2075 or FSM2080 or FSM2098 or FSM2099 or FSM3001, senior status. (PT)  
Quarter Credit Hours 4.5

#### **FSM4880 BEVERAGE OPERATIONS MANAGEMENT**

This upper-level course examines the creation and management of a beverage operation. Planning topics include concept, identification of target market and creating a bar business. The creation of a business plan is discussed. Management topics include bar layout and operations, trend identification and product selection, basic production methods, costing and pricing, inventory methods and human resources management. The creation of wine lists, beer lists and cocktail menus is also discussed. Responsible Beverage Service is stressed. Prerequisite: CUL4045.  
Quarter Credits Hours 4.5

### **HOSPITALITY MANAGEMENT**

#### **HOSP1001 THE HOSPITALITY FIELD**

This course is an introduction to the various segments within the hospitality industry (lodging; food service; travel and tourism; and sports, entertainment and event management). The course is intended to prepare the student to apply sound management principles to the challenges encountered within the industry. (CS)  
Quarter Credit Hours 4.5

#### **HOSP1008 CUSTOMER/GUEST SERVICE MANAGEMENT**

This introductory course is a study of customer/guest service management within the hospitality industry. Emphasis is placed on the development of service standards, the problem solving process, data gathering techniques, technological methods and fiscal accountability. Prerequisite: FSM1001 or HOSP1001 or SEE1001 or TRV1001.  
Quarter Credit Hours 4.5

#### **HOSP1010 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. Students focus on all aspects of the unique relationship between the front office and other departments in the hotel. Prerequisite: FSM1001 or FSM3001 or HOSP1001 or SEE1001.  
Quarter Credit Hours 4.5

#### **HOSP2011 HOSPITALITY SALES AND MEETING MANAGEMENT**

This course familiarizes students with the scope of sales, meeting and event management within the hospitality industry. The reciprocal relationship between selling and service is presented within the context of hospitality marketing practices. Prerequisite: CUL1325 or HOSP1008 or SEE2020 or TRVL2040. (HO)  
Quarter Credit Hours 4.5

#### **HOSP2020 RESORT MANAGEMENT**

This course provides a detailed study of management techniques used in the management of resort properties and their recreational facilities. The physical development of resort properties is also investigated. Prerequisite: FSM1001 or FSM3001 or HOSP1001 or SEE1001.  
Quarter Credit Hours 4.5

#### **HOSP2030 HOSPITALITY HUMAN RESOURCES AND DIVERSITY LEADERSHIP**

Operational and staff managers in today's hospitality-related businesses often manage a diverse group of employees and are responsible for compliance with employment laws and human resource policies. Therefore, managers must be knowledgeable about laws and best practices when working with their employees. This course helps students develop managerial knowledge and skills in several areas of human resource management including recruiting, interviewing, selection, orientation, training, performance evaluation and management, discipline, terminations, and employee and union relations. Prerequisite: Sophomore status. (PT) (WI) (HO)  
Quarter Credit Hours 4.5

#### **HOSP2050 INTERNATIONAL TOUR AND HOTEL OPERATIONS**

This course is taught only on a campus outside of the United States during a term abroad program. The course focuses on cultural, political, legal, and economic forces and their impact on tourism and how hospitality management practices differ among countries. Students plan and participate in a variety of tours and professional site visits in order to gain first-hand knowledge of the international travel experience. Prerequisites: Must be accepted in Term Abroad Program, junior year status.  
Quarter Credit Hours 9.0

#### **HOSP2098 HOTEL EXTERNSHIP**

This externship is designed to give the student practical experience in both lodging and food and beverage areas. Rotational assignments incorporate both front-and back-of-the-house operations. It includes day, evening and weekend shifts. A limited number of students may be able to substitute this course for HOSP2099. Students need to see their respective dean for admission procedures to this course. Prerequisites: HOSP1008, HOSP1010 or HOSP1011, FSM1065, FSM2085, approved sanitation certificate.  
Quarter Credit Hours 13.5

#### **HOSP3020 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: FSM3001 or HOSP2011 or SEE2020 or TRVL2040.  
Quarter Credit Hours 4.5



### **HOSP3033 HOTEL PROPERTY OPERATIONS**

This course introduces the student to the role of the property operations manager. Essential elements of engineering, housekeeping and security are studied. The student is introduced to technical and legal issues related to these departments. Prerequisite: HOSP2098 or HOSP2099 or SEE2010 or TRVL2099 or permission of department chair.

Quarter Credit Hours 4.5

### **HOSP3050 HOSPITALITY STRATEGIC MARKETING**

This is an upper-level course dealing with the broad scope of hospitality marketing placing emphasis on the analysis, structure and strategy of the hospitality marketing department, departmental budgeting, allocation of resources, market research, media selection and effectiveness of the marketing plan. Case studies and assigned readings examine current marketing issues.

A directed work project may be incorporated into this course. Prerequisite: Junior status. (HO) (PT)

Quarter Credit Hours 4.5

### **HOSP3060 PRIVATE CLUB MANAGEMENT**

This upper-level course examines the private club industry and its specific challenges. Emphasis is placed upon the manager's role with the governing board, membership, staff and management of the clubhouse and recreation activities. Prerequisite: FSM1001 or FSM3001 or HOSP1001 or SEE1001.

Quarter Credit Hours 4.5

### **HOSP3065 HOSPITALITY SECURITY AND RISK MANAGEMENT**

This course is designed to familiarize the student with the various elements of risk management throughout the hospitality industry. It is intended to supply the student with a strong foundation in the elements necessary to provide a safe and secure venue and to reduce ownership liability. Prerequisite: Junior status.

Quarter Credit Hours 4.5

### **HOSP3077 REVENUE MANAGEMENT**

This course examines and illustrates the strategies, principles and techniques of revenue management as they relate to lodging, travel/tourism, food service and facilities management. The relationship between accurate forecasting, overbooking, reservation systems, marketing issues, pricing and e-Commerce as they relate to financial decision making are investigated. Students are required to analyze revenue management scenarios. Prerequisite: HOSP1010.

Quarter Credit Hours 4.5

### **HOSP3092 DIRECTED WORK EXPERIENCE II**

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised non-paid industry setting. The focus of the experience revolves around a specific industry-based project. Prerequisite: Approval of the dean.

Quarter Credit Hours 9.0

### **HOSP3098 DIRECTED WORK EXPERIENCE III**

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised non-paid industry setting. The focus of the experience revolves around a specific industry-based project. Prerequisite: Approval of the dean.

Quarter Credit Hours 13.5

### **HOSP3191/HOSP3291/HOSP3391**

#### **DIRECTED WORK EXPERIENCE I**

The directed work experience provides an opportunity for the application of acquired skills and knowledge in a supervised non-paid industry setting. The focus of these experiences revolves around a specific industry-based project. Prerequisite: Approval of the dean.

Quarter Credit Hours 4.5

### **HOSP3850 NEGOTIATIONS AND AGREEMENTS**

This intermediate-level course explores a variety of hospitality industry negotiations and interactions.

The course discusses the skills necessary to recognize situations within the hospitality industry which call for bargaining. This course also articulates the development of agreed elements necessary to properly record the outcomes of the negotiation process, the numerous agreements/contracts that are prevalent in the hospitality industry, and the implementation and management of agreements and contracts. Prerequisite:

LAW2001 or LAW2010. (PT)

Quarter Credit Hours 4.5

### **HOSP4020 CULTURAL DIVERSITY MANAGEMENT**

This course focuses on the issues related to domestic and international multi-cultural management. Students examine the synergistic opportunities presented by the diverse workforce and develop strategies that respect and value individual differences. Prerequisite: SOC2001 or SOC2020 or SOC2901.

Quarter Credit Hours 4.5

### **HOSP4060 HOSPITALITY MANAGEMENT SEMINAR**

This is a senior-level capstone course designed to give students insight into hospitality strategy. 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 applications programs into management theory. A directed work project may be incorporated into this course. Prerequisite: ACCT3020 or ACCT3025, HOSP3050 or MRKT1001.

Quarter Credit Hours 4.5

## **INTERNATIONAL HOTEL AND TOURISM MANAGEMENT**

### **IHTV3010 INTERNATIONAL HOSPITALITY MANAGEMENT**

The purpose of this intermediate course is to acquaint students with the skills of a global hospitality manager, where students study principles of international hospitality management: marketing, human resource management, financial issues and operational risk management. An historical approach is taken in exploring the development of multinational hospitality corporations. Prerequisite: HOSP2030.

Quarter Credit Hours 4.5

## **SPORTS/ENTERTAINMENT/EVENT MANAGEMENT**

### **SEE1001 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, Quarter Credit Hours 4.5

### **SEE2010 FACILITIES OPERATIONS**

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: FSM1001 or FSM3001 or HOSP1001 or SEE1001. (HO) (PT) Quarter Credit Hours 4.5

### **SEE2015 LEADERSHIP IN RECREATION/LEISURE SETTINGS**

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

### **SEE2020 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. (HO) (PT) Quarter Credit Hours 4.5

### **SEE2030 THE ENTERTAINMENT INDUSTRY**

This course is designed to provide students core knowledge of the diverse and dynamic entertainment industry. The topics explored through this course include the historical development of the entertainment industry, current trends and industry regulations, theater and the arts, music, cinema, sports entertainment, television, and alternative entertainment. Issues related to industry best practices, effective artist/performer management and entertainment event production are also be discussed. Prerequisite: SEE1001 or HOSP1001 or FSM1001 or FSM3001. (PT) Quarter Credit Hours 4.5

### **SEE2070 THE GAMING INDUSTRY**

This introductory course is designed to familiarize students with the many facets of the entire gaming industry. Topics to be covered include the history of gambling, common forms of gambling, major gaming destinations, career paths, gaming industry leaders, regulation and licensing, and basic organization of a casino resort. Current trends and issues in the industry are also discussed. Quarter Credit Hours 4.5

## **SEE3008 SPORTS/ENTERTAINMENT/EVENT MANAGEMENT ANCILLARY SERVICES AND REVENUES**

This course explores the business dynamics of ancillary services and revenues in the sports, entertainment and event management industry by concentrating on the current procedures and standards for managing concessions, catering, merchandising, and retail operations. VIP services, premium revenue opportunities, effective techniques for responsible alcoholic beverage service, and cost control procedures are also incorporated. Students focus their study on the manager's role in delivering these services in an effective and entrepreneurial manner. Prerequisites: SEE2010, SEE2020, SEE2030. (PT) Quarter Credit Hours 4.5

### **SEE3010 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: SEE2010, SEE3008. (HO) (PT) Quarter Credit Hours 4.5

### **SEE3020 PROFESSIONAL SPORTS MANAGEMENT**

This course focuses on the management and issues related to professional sports enterprises. Emphasis is placed on the theoretical foundations of professional sports and the application of management principles in the industry. Quarter Credit Hours 4.5

### **SEE3030 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: LEAD2001. Quarter Credit Hours 4.5

### **SEE3040 SPECIAL EVENT MANAGEMENT: CEREMONY AND PROTOCOL**

This course is designed to prepare students to plan and execute ceremonial and protocol-sensitive events, such as social/life cycle events, governmental and political events and hallmark events. Emphasis is placed on cultural, political and social customs and the impact these elements have on the planning process. A directed work project may be incorporated into this course. Prerequisite: SEE2020 or HOSP2011 or FSM3001. Quarter Credit Hours 4.5

### **SEE3045 MEDIA RELATIONS**

This upper-level course develops the skills necessary to proactively interact with the mass communication media. Case studies are utilized in a laboratory environment. Emphasis is placed on the ethical responsibilities of a spokesperson and the experience needed to relate to the communication media in a variety of situations. Prerequisites: ENG1021 or ENG1921, ENG1030 or ENG1930. Quarter Credit Hours 4.5

### **SEE3055 INTERNATIONAL SPECIAL EVENT MANAGEMENT**

This upper-level course, taught only on a campus outside of the United States during a term abroad program, focuses on the development, planning and management of international special events. Emphasis is placed on research and development, site selection, social and cultural issues, marketing and sponsorship, and human resource management. In addition, the challenges presented by producing an event in a non-domestic venue is explored in detail. Prerequisites: SEE2020, acceptance in term abroad. Quarter Credit Hours 9.0

### **SEE3060 CONCERT AND EVENT PRODUCTION**

This course focuses on event and concert tour production. Emphasis is placed on managing a show on stage, back stage and on the road. In addition, tools for set building, lighting, sculpting sound with microphones and mixers, reviewing basic electrical formula, performance contracts, technical riders and a production checklist are explored. Prerequisites: SEE2010, SEE2030. Quarter Credit Hours 4.5

### **SEE4020 SPORTS AND ENTERTAINMENT MARKETING**

This course exposes students to marketing concepts relating to the sports and entertainment industries. It addresses various products, consumer markets, strategic market analysis and valuation within the sports/entertainment industries. Major topics include the negotiation process, promotions, public relations, market research and sponsorships. Prerequisite: HOSP3050 or MRKT1001. Quarter Credit Hours 4.5

### **SEE4050 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: HOSP3050 or MRKT1001. (PT) Quarter Credit Hours 4.5

### **SEE4060 SPORTS/ENTERTAINMENT/EVENT 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: ACCT3020 and either HOSP3050 or MRKT1001. (PT) Quarter Credit Hours 4.5

### **SEE4099 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: SEE4050. Quarter Credit Hours 13.5

## **TRAVEL-TOURISM**

### **TRVL2801 WORLD GEOGRAPHY**

This course is designed to provide the student with the knowledge and skills necessary to work and travel in a global environment. Students explore both current and emerging destinations from around the world. The course discusses the cultural, recreational and social significance to the traveler and the economy, and is only offered during the term abroad. Quarter Credit Hours 4.5

### **TRVL3010 DYNAMICS OF TOURISM**

This is a management-oriented course covering the economic, cultural and social functions in the planning and development of the tourism industry. Emphasis is placed on organizational concepts. Quarter Credit Hours 4.5

### **TRVL3030 INTERNATIONAL POLICIES OF TOURISM**

This is an intermediate-level course which is designed to provide the student with an increased understanding in the area of international tourism development. Emphasis is placed on the definitive study of the essential components for a successful national tourism program. Prerequisite: TRVL3010. (HO) Quarter Credit Hours 4.5

## *School of Arts & Sciences*

## **ART**

### **ART2020 INTRODUCTION TO ART**

This course provides an introduction to the understanding and appreciation of art. Emphasis is placed on the visual arts of painting, sculpture and architecture. The course covers the basic principles of design, form and art from ancient to contemporary works. Students are encouraged to respond actively to works of art through class discussion, museum visits and class projects. (SL) Quarter Credit Hours 4.5

### **ART2030 MUSIC APPRECIATION**

This course examines the musical process of the listening experience — the elements of rhythm, pitch and harmony. It explores the instruments, voices and ensembles that interact to create the art of music. This course guides the student through the style periods of music after 1600 — the Baroque, Classical, Romantic and Modern. It also includes American musical theater, jazz and music of world cultures. Quarter Credit Hours 4.5

## **ENGLISH**

### **ENG0001 WRITING WORKSHOP**

This course fulfills the university's graduation writing requirement. Students review sentence structure, paragraph development and essay organization with the goal of applying these skills to the classroom and the workplace. Prerequisite: PT writing skills evaluated at the "developing" level. Quarter Credit Hours 0.0



### **ENG1001 AN INTRODUCTION TO LITERARY GENRES**

This course prepares students to read, analyze and write about the major literary genres: poetry, fiction and drama. Students are exposed to a variety of forms and styles in each genre from a wide range of historical periods. Literary selections represent a diverse group of classic and contemporary writers, poets and playwrights. Prerequisite: ENG1020 or ENG1920. (SL) (WI) Quarter Credit Hours 4.5

### **ENG1020 ENGLISH COMPOSITION**

This course provides students with basic writing skills in a variety of genres and contexts. Instruction begins with a review of the fundamentals of writing through the use of personal narratives. The focus widens to forms of public writing as well as more informative and research-based writing. Research techniques and MLA documentation are covered. Class work includes lecture, writing workshops, and peer critique. Course requirements include a memoir, profile, rhetorical analysis essay, informative report, correspondence, collaborative writing project and final exam. (WI) Quarter Credit Hours 4.5

### **ENG1021 ADVANCED COMPOSITION AND COMMUNICATION**

This course is a continuation of ENG1020 English Composition. Building on the research and audience skills from ENG1020, students develop more complex and rhetorically advanced papers. All work, written and oral, is aimed at persuading an audience, and instruction begins with the essential components of a logically constructed and articulated argument. Critical thinking skills are reinforced throughout the course, as students develop, peer critique, and present projects to the class. Research and MLA skills are expected of students, and all projects require research from a variety of sources. At the end of the course, in addition to a final exam, students present a representative portfolio of their writing. Prerequisite: ENG1020. (PT) (WI) Quarter Credit Hours 4.5

### **ENG1030 COMMUNICATION SKILLS**

This is an introductory course which focuses on communication skills essential to career and personal success. Emphasis is placed upon awareness of and adaptation to the audience, ethical responsibility and cultural diversity. Students 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) (SL) Quarter Credit Hours 4.5

### **ENG1901 20TH CENTURY LITERATURE: A MULTIDISCIPLINARY APPROACH**

Through the study of 20th century literary works, fine arts, humanities, and social and political sciences, this multidisciplinary honors course explores the relationship between modern world literature and its historical, social and political contexts. Short fiction, poetry, drama and essay are used as vehicles for exploring major movements, trends and events of the 20th century. Themes of racial, ethnic and gender identity, political oppression, and/or war are explored. Emphases vary. (SL) (WI) Quarter Credit Hours 4.5

### **ENG1920 HONORS ENGLISH COMPOSITION**

This honors-level composition course takes a problem-centered approach to writing. Through readings, class discussions, and written assignments, students

engage in an in-depth exploration of contemporary problems, their causes, effects and possible solutions. Assignments range from creative personal narratives and social criticism pieces to analysis of causes and effects, culminating in a formal research-based proposal. Critical thinking and research skills are sharpened as students locate, evaluate and incorporate a variety of sources into their papers. (WI) Quarter Credit Hours 4.5

### **ENG1921 HONORS ADVANCED COMPOSITION AND COMMUNICATION**

This reading-based and issue-centered honors-level course is designed to improve students' writing, critical thinking, and public speaking skills to compose and present orally effective arguments on major public controversies. Through reading and analyzing opposing viewpoints, students form an educated opinion about a controversy and learn effective ways to develop an argument. Students conduct both primary and secondary research, keep a research notebook, compile an annotated bibliography, write an extensive research paper, and present it to the class in the form of a panel discussion. A publication project is required at the end of the term. Prerequisite: ENG1920. (PT) (WI) Quarter Credit Hours 4.5

### **ENG1930 HONORS COMMUNICATION SKILLS**

This is an honors 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 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) (SL) Quarter Credit Hours 4.5

### **ENG3030 INTRODUCTION TO FOOD WRITING**

This course provides students with an opportunity to concentrate on food writing for cookbooks, magazines, newspapers and Web sites. Students are introduced to the protocol for getting published while learning how to develop and compose food stories and restaurant reviews. Subjects taught include interview techniques, query letters and tailoring food articles to various publications. (HO) (WI) Quarter Credit Hours 4.5

## **FRENCH**

### **FREN1001 CONVERSATIONAL FRENCH I**

This course is an introduction to the French language, with emphasis on vocabulary acquisition, basic grammar construction and oral communication. Students who have studied more than one year of this language are required to take the foreign language placement exam. Quarter Credit Hours 4.5

### **FREN1002 CONVERSATIONAL FRENCH II**

This lower, intermediate-level course is designed to further develop conversational ability by expanding both the vocabulary and exposure to French-speaking cultures. This course concentrates greatly on advanced verb forms and idiomatic expressions. Prerequisite: FREN1001 or equivalent placement score. Quarter Credit Hours 4.5

### **FREN1003 CONVERSATIONAL FRENCH III**

This advanced intermediate course is designed to perfect the usage of advanced grammar through extensive conversational drill, directed reading, composition and laboratory practice. Prerequisite: FREN1002 or equivalent placement score.

Quarter Credit Hours 4.5

## **HISTORY**

### **HIST2001 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. Prerequisite: ENG1020 or ENG1920. (HO)

Quarter Credit Hours 4.5

### **HIST2002 WORLD HISTORY SINCE 1500**

Major developments in world history from the 16th century and 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. Prerequisite: ENG1020 or ENG1920. (HO)

Quarter Credit Hours 4.5

### **HIST3001 U.S. HISTORY FROM COLONIAL TIMES TO 1876**

This course is a survey and analysis of United States history and those institutions which contributed to the evolution of the American nation from colonial times through the period of the Civil War and Reconstruction. Particular attention is given to the Puritan influence upon American character, the American Revolution, the creation of the federal Constitution, western settlement, the nature of slavery and the breakdown of the American political system resulting in civil war. Prerequisite: ENG1020 or ENG1920. (HO)

Quarter Credit Hours 4.5

### **HIST3002 U.S. HISTORY SINCE 1877 (TO THE PRESENT)**

This course is a survey and analysis of United States history and those institutions which contributed to the evolution of the American nation since Reconstruction. Emphasis is placed on the rise of industrialization, urbanization and immigration; the coming of imperialism, the development of American foreign policy, the rise of big business; the growth of reform movements as seen in Populism, Progressivism and the New Deal; the Women's Movement, the Civil Rights Movement and recent developments. Prerequisite: ENG1020 or ENG1920. (HO)

Quarter Credit Hours 4.5

### **HIST4020 AMERICAN GOVERNMENT**

This course involves 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. Prerequisite: ENG1020 or ENG1920. (HO)

Quarter Credit Hours 4.5

## **LEADERSHIP STUDIES**

### **LEAD2001 FOUNDATIONS OF LEADERSHIP STUDIES**

This course draws upon a variety of research-based theories and applications germane to the study of leadership. Theoretical paradigms of motivation are discussed and applied to communication styles, decision making, risk taking, team building, conflict resolution, negotiation, diversity and inclusion. Leadership traits, leadership styles and roles are examined in the context of ethics, power and social responsibility. Prerequisite: Sophomore status. (HO) (SL)

Quarter Credit Hours 4.5

### **LEAD2010 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 (LEAD2011), Power and Leadership (LEAD2012), Entrepreneurial, Sub-Saharan Leadership or Business and Religion. Prerequisite: LEAD2001 or LEAD2901.

Quarter Credit Hours 4.5

### **LEAD3010 LEADERSHIP THROUGH FILM AND LITERATURE**

This course is an examination of contemporary theories pertaining to leadership in group, organizational and societal settings. The content of the course draws from the humanities as viewed through film and literature selections to illustrate different leadership styles and concepts. The course is based on the premise that leadership, like literature and film, is an art form whose effectiveness is enabled and enhanced through visual presentation. Prerequisite: LEAD2001 or LEAD2901 or SEE2015 or permission of instructor. (WI)

Quarter Credit Hours 4.5

### **LEAD3020 CREATIVE LEADERSHIP**

Creativity can be a valuable tool for leadership in the 21st century. The objective of this course is to develop and to enhance one's own creativity, allowing each individual the opportunity to become a more productive leader of tomorrow. Extensive classroom participation and a variety of activities allows each student to experience personal growth and to influence the growth of others. Prerequisite: LEAD2001 or LEAD2901 or SEE2015 or permission of instructor. (HO) (WI)

Quarter Credit Hours 4.5

## **LITERATURE**

### **LIT2030 AFRICAN-AMERICAN LITERATURE**

This course examines African-American literature in a variety of genres from its conception in the days of slavery to contemporary times. Emphasis is placed on the historical and social significance of major works of African-American literature, as well as on the unique artistic contributions of African-American authors to the American literature canon. This course fulfills part of the Literature Concentration requirement. Prerequisite: ENG1020 or ENG1920. (SL) (WI)

Quarter Credit Hours 4.5

### **LIT3001 STUDIES IN DRAMA**

This course introduces students to the history of drama. Students read and analyze representative plays from the classical to the contemporary era. They also become familiar with different critical perspectives.

This course fulfills part of the Literature Concentration requirement. Prerequisite: ENG1020 or ENG1920.

(SL) (WI)

Quarter Credit Hours 4.5

### **LIT3015 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 focuses on the important books, essays, short stories, plays and films that have made major achievements in film and literature. Students develop the critical skills necessary to increase their understanding of the experience of film and literature. Prerequisite: ENG1020 or ENG1920.

(HO) (WI)

Quarter Credit Hours 4.5

### **LIT3020 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. Prerequisite: ENG1020 or ENG1920. (WI)

Quarter Credit Hours 4.5

### **LIT3030 STUDIES IN POETRY**

This course prepares the student to read, analyze and write about poetry from different critical perspectives. Students study representative poets and be exposed to a variety of forms and techniques of poetry from the Middle Ages to the contemporary.

This course fulfills part of the Literature Concentration requirement. Prerequisite: ENG1020 or ENG1920. (WI)

Quarter Credit Hours 4.5

### **LIT3040 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.

This course is designed to acquaint students with the essence of games as myth and metaphor, and examines the place of athletics in society as well as the social, political and economic implications of sports.

Prerequisite: ENG1020 or ENG1920. (WI)

Quarter Credit Hours 4.5

### **LIT4030 MULTI-ETHNIC LITERATURE**

This course presents a survey of literature including short stories, poetry and novel excerpts by a variety of ethnic groups. Emphasis is placed on the historical context in which the writings have evolved as well as the problems encountered by these various cultural groups as they intersect with American culture. Through literature, students compare and contrast the language, values and beliefs of many countries as well as appreciate the common themes that unite people across the globe.

Prerequisite: ENG1020 or ENG1920. (SL) (WI)

Quarter Credit Hours 4.5

## **MATHEMATICS**

### **MATH0001 BASIC MATHEMATICS**

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

Quarter Credit Hours 1.5 (Institutional)

### **MATH1002 A SURVEY OF COLLEGE MATHEMATICS**

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

Quarter Credit Hours 4.5

(also offered online)

### **MATH1020 COLLEGE ALGEBRA**

This 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: MATH0001 or placement. (HO) (PT)

Quarter Credit Hours 4.5

### **MATH1930 QUANTITATIVE ANALYSIS I**

A continuation of Algebra, this course begins with the study of linear equations and their applications to business and economics. Matrices are covered in detail along with their applications to Leontief models. Linear programming, quadratic models and a brief introduction to differential calculus are also presented. Prerequisite: MATH1020 or equivalent, or permission of department chair, or placement. (PT)

Quarter Credit Hours 4.5

### **MATH2001 STATISTICS**

This course is designed to provide students with the basic statistical concepts and techniques that assist them in both their personal and professional lives.

Topics include measures of central tendency and dispersion, probability distributions of both discrete and continuous random variables, sampling distributions, and estimation theory. Prerequisite: MATH1002 or MATH1020 (minimum grade of C in MATH1002 or MATH1020 required for online sections of MATH2001) or equivalent. (HO)

Quarter Credit Hours 4.5

(also offered online)

## PHILOSOPHY

### PHIL3040 ETHICS OF BUSINESS LEADERSHIP

This course examines the basic principles of ethics and their philosophical foundations, particularly as they apply to institutions, environments, leadership and other activities and pursuits of business. It examines those aspects of human behavior which can be labeled right and wrong. It considers the moral obligations of leaders and followers when discussing actual cases from a variety of business organizations that have presented management and subordinates with difficult moral dilemmas. It considers also the particular responsibilities of leadership in fostering and implementing ethical awareness within a corporate culture. Prerequisite: ENG1020 or ENG1920. (HO) Quarter Credit Hours 4.5

## PSYCHOLOGY

### PSYC2001 INTRODUCTORY PSYCHOLOGY

This course 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 students are knowledgeable in their major tenets. Students 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. Prerequisite: Sophomore status. (HO) (SL) Quarter Credit Hours 4.5

## RELIGION

### REL2001 COMPARATIVE STUDY OF WORLD RELIGIONS: AN INTERDISCIPLINARY APPROACH

This course introduces the students to the world's great religions; Hinduism, Buddhism, Judaism, Christianity and Islam are emphasized. The focus is interdisciplinary and includes history, cultural traditions and textual analysis of each religion's literature in relation to these religions. (WI) Quarter Credit Hours 4.5

## RESEARCH

### RSCH3001 HONORS ADVISORY SEMINAR

This course prepares honors students to conduct the necessary research to successfully complete the scholarly paper requirements for graduation from the Honors Program. The professor guides students in their choice of feasible research projects and serves as the major advisor for the scholarly paper requirement. Students review MLA and APA documentation forms and engage in exercises in primary source techniques. Descriptive statistics as well as an overview of the publication process are also covered. Prerequisite: ENG1920. Quarter Credit Hours 1.0

## SCIENCE

### SCI1015 INTRODUCTION TO LIFE SCIENCE

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

### SCI1055 BAKING SCIENCE

This course introduces basic scientific principles through an understanding of the functionality of ingredients in baking and pastry. Students run controlled experiments following the scientific method to learn about food ingredients and to understand the physical and chemical changes that occur during production. Emphasis is placed on explaining how the chemical and physical structure of ingredients affects the functions and their interactions with other ingredients. Quarter Credit Hours 4.5

### SCI2010 NUTRITION

This course in basic human nutrition examines metabolic energy derived from carbohydrates, proteins and lipids. Pathways for the utilization of this energy to build new biomolecules, including nucleic acids, are discussed, as are the consequences of nutrient deficiencies. Ways to achieve and maintain nutrient balance are a central part of the course. The significance of vitamins and minerals and possible toxicity due to overabundance is also discussed. (HO) Quarter Credit Hours 4.5

### SCI2020 ANATOMY AND PHYSIOLOGY FOR RECREATION

This course introduces topics in the physiology and anatomy of exercise, cardiovascular fitness, nutrition and weight control. Emphasis is placed on understanding the scientific basis for a wellness program. (HO) Quarter Credit Hours 4.5

### SCI3010 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 are discussed. (HO) Quarter Credit Hours 4.5

## **SOCIOLOGY**

### **SOC2001 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.

Prerequisite: Sophomore status. (HO) (SL)  
Quarter Credit Hours 4.5

### **SOC2020 CULTURE AND FOOD**

This course engages students in an in-depth social scientific analysis of the role of food in the human experience. Students explore how the relationship of food to society has changed over time in terms of importance, selection and preparation. The significance and function of food in diverse societies are discussed to advance students' sociological and anthropological understanding of humankind. Prerequisite: Sophomore status. (HO) (SL) (WI)

Quarter Credit Hours 4.5

## **SPANISH**

### **SPAN1001 CONVERSATIONAL SPANISH I**

This course is an introduction to the Spanish language. Emphasis is placed on vocabulary acquisition, basic grammar construction and oral communication.

Quarter Credit Hours 4.5

### **SPAN1002 CONVERSATIONAL SPANISH II**

This advanced elementary-level course is designed to further develop conversational ability by expanding both the vocabulary and the exposure to Spanish-speaking cultures. This course concentrates greatly on advanced verb forms and idiomatic expressions. Prerequisite: SPAN1001 or SPAN1011 or equivalent placement score.

Quarter Credit Hours 4.5

### **SPAN1003 CONVERSATIONAL SPANISH III**

This advanced intermediate course is designed to perfect the usage of advanced grammar through extensive conversational drill, directed reading, composition and laboratory practice. Prerequisite: SPAN1002 or equivalent placement score.

Quarter Credit Hours 4.5

### **SPAN1011 CONVERSATIONAL SPANISH I: SPECIALIZED VOCABULARY**

This course involves an introduction to the Spanish language with emphasis on vocabulary acquisition and specialized culinary vocabulary, basic grammar construction and oral communication. (HO)

Quarter Credit Hours 4.5

## *School of Technology*

## **FOUNDATIONS IN TECHNOLOGY**

### **FIT1000 INFORMATION TECHNOLOGY FOR BUSINESS PROFESSIONALS I**

This course provides basic understanding of computer equipment and procedures necessary for business professionals. Students gain practical knowledge of operations and terminology of computer systems as well as hands-on use of word processing, digital presentations, spreadsheet software and using the Internet. Computer-based assessment software may be used as both a learning and skills measurement tool. (PT)

Quarter Credit Hours 4.5

### **FIT1020 INFORMATION TECHNOLOGY FOR BUSINESS PROFESSIONALS II**

This course presents microcomputer applications chosen on the basis of local market demand. Students gain a working knowledge of spreadsheet skills and apply those skills to problem-solving cases. Students are also introduced to databases with a focus on creating a simple database as well as manipulating data to produce meaningful reports. Computer-based assessment software is used as both a learning and skills measurement tool.

Prerequisite: FIT1000 or FIT1010 or equivalent. (PT)  
Quarter Credit Hours 4.5

## *Study Abroad*

### **ABRD4080 OVERSEAS EXCHANGE PROGRAM**

This refers to courses of varying credit amounts used by students participating in overseas exchange programs at a foreign institution through an exchange agreement with JWU. Students apply for the exchange program through the Study Abroad Office, which determines the partner institution from the available options based on a student's academic department, and approves a planned course of study at the foreign institution. Typically, students study upper-level courses in their major, combined with cultural and/or language courses, depending on the location. Students register at JWU for the appropriate ABRD4080 course(s) during the term(s) they will be on exchange. Prerequisite: 2.75 cumulative GPA and 90 quarter credit hours completed prior to departure.

ABRD4083 Quarter Credit Hours 4.5

ABRD4086 Quarter Credit Hours 9.0

ABRD4088 Quarter Credit Hours 18.0

ABRD4089 Quarter Credit Hours 13..5

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