



## STUDENT CATALOG

*PARK CITY CULINARY INSTITUTE LLC ("Park City Culinary Institute") IS A REGISTERED SCHOOL UNDER THE UTAH POSTSECONDARY PROPRIETARY SCHOOL ACT, BONDED AND INSURED Effective Date February 14, 2025, Volume 16.2*

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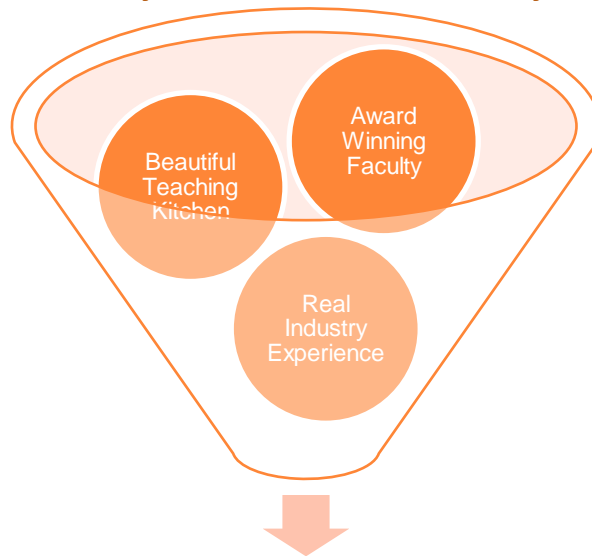
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*Where the most innovative and creative minds meet to share ideas, engage, inspire and entertain*

Who We Are and What We Offer

*As a Boutique Culinary School, we can cater to you, our students*



We do our best to be the best!

*A High-Quality Program for Entrepreneurs, Cooks at all levels  
from Beginner to Experienced, and Career Changers  
All ages from 18 to Over 60*

#### **Award-Winning Faculty**

For six years in a row, we were honored to win **Best of State** in Culinary Education (2019, 2020, 2021, 2022, 2023, 2024). City Weekly also awarded us **Best Culinary School** for four years (2019, 2020, 2021, 2023) **Best of Utah** awards. While our school has been regularly featured in the press and on TV, our Chefs over the years have also won awards for their own endeavors and restaurants.

#### **Historic Campus in Salt Lake City**

We turned a roller-skating rink into a Culinary School. Spacious, and naturally lit with skylights, this historic building in downtown Salt Lake City was built in 1929, and lovingly restored. The open architecture allowed us to build one of the largest and teaching kitchens in America. The exposed red brick gives warmth, and the dramatic skylights create a space that is unlike any other teaching kitchen in the country. We brought in renowned restaurant designer Kin Ng of MJSA Architects, who also designed PAGO, Benihana and Riverhorse on Main in Park City. We custom built our teaching kitchen with brand-new commercial appliances, and brought in local craftsmen to finish them in stainless steel. The facility features four Wolf gas ranges with a total of twenty-four burners, a Wolf charbroiler, double-stacked Blodgett convection ovens, All-Clad pots and pans, overhead electricity, Traulsen refrigeration, a high-speed dishwashing system, and double exhaust hoods that reduce sound during lectures.

*We have been fortunate to attract students from across the country living in California, Oregon, Washington, D.C., Texas, Massachusetts, New York, New Jersey, Michigan, Ohio, Indiana, Colorado, Nevada, Wyoming, and more, and as far away as Italy, Japan, Australia, Saudi Arabia, Turkey, Venezuela, Mexico, and Brazil*

## Faculty and Administration

Director **Laurie Moldawer** was trained in Paris at le Cordon Bleu, and in New York at the Institute of Culinary Education. She worked for one of the highest-rated catering companies in the country, Real Food Catering in New York, and has staged at restaurants in New York and Paris. At the Michelin-starred Passiflore Restaurant in France, she apprenticed with Chef Roland Durand. She also apprenticed with cookbook author and Food Network Judge Colette Peters in New York. Laurie is trained in Experiential Education, and has led both children's programs and adult professional training. A graduate of the University of Pennsylvania where she took business courses at Wharton, Laurie has helped build several businesses, both for profit and non-profit. Food has always been her love, and she has traveled to over 50 countries around the world to see their markets, taste new ingredients, and take cooking classes.

Our Chef Instructors average over 10 years of industry experience from a variety of regions.

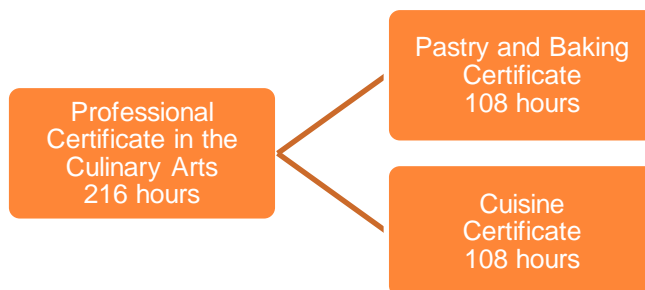
Chef **David Avery** was trained at the Culinary Institute of America and has appeared multiple times on radio, TV and social media. A semi-professional golfer himself, Chef David has served as the Executive Chef of numerous golf courses including Victoria National and Oneida Golf and Country Club. Chef David has also served as the Executive Chef of the prestigious Delta Club at Salt Lake City Airport.

## Programs

On the culinary side, students choose between three intensive, hands-on programs with Master Chefs.

- Our Signature program includes 216 hours in the fundamental techniques of cooking and baking leading to a **Professional Certificate in the Culinary Arts**.
- For students just interested in baking, we offer a **Pastry and Baking Certificate** with 108 hours of instruction and hands-on practice with doughs, custards, creams, breads, chocolate, cake decor, and pastries.
- For those wanting to focus on savory cooking without baking, the **Cuisine Certificate** is earned after 108 hours of instruction and hands-on practice with meat, poultry and seafood, fresh-made pasta sauces, hors d'oeuvres, potatoes, vegetables and grains.

Students are encouraged to complete both sections, and earn the *Professional Certificate in the Culinary Arts*. If a student completes one section first, and the other section later, they will be awarded the *Professional Certificate in Culinary Arts* after completing the second section.



## Online Courses

Students have the option of attending culinary school on campus in Salt Lake City or online. Our Online curriculum mirrors the Campus curriculum. Demonstrations are delivered by video which students can watch at their leisure. Our Chefs work one-on-one with each online student, giving professional tips and feedback to help each student get the results they want. Online courses have several advantages:

- Train from anywhere, train from your home
- Convenient schedules
- Personalized attention from your Chef Instructor to get the results you want
- Flexibility to substitute ingredients and equipment so long as you are demonstrating the techniques taught
- Schedule labs when they best work for you, even in the middle of the night
- Feed your family and friends
- Lower tuition than our campus courses

The GI Bill® does not cover our online courses. Online students are not provided knives, equipment, supplies or Chef uniform. Tuition is lower because students must provide all equipment and supplies for their courses.

Professional Certificate in the Culinary Arts	
Cuisine Certificate	Pastry and Baking Certificate
Professional Knife Handling and Technical Cuts	The Science of Baking
Introduction to Food Science	Types of Flours and Other Ingredients
Stocks, Broths and Jus	Breads and Doughs <ul style="list-style-type: none"> <li>- Croissants, Challah, New York Bagels, Focaccia</li> </ul>
Soups, Local and International	Pie Crusts and Pies <ul style="list-style-type: none"> <li>- Quiche, Roasted Tomato and Gruyère Tart</li> </ul>
Restaurant Style Sauces	Pate a Choux <ul style="list-style-type: none"> <li>- Eclairs, Choux Puffs</li> </ul>
Classical & Modern Cooking Techniques	Custards <ul style="list-style-type: none"> <li>- Pastry Cream, Crème Brûlée, Bread Pudding, Cheesecake, Crème Anglaise, Chocolate Pots de Crème</li> </ul>
How to Build Flavors with Herbs and Spices	Soufflés <ul style="list-style-type: none"> <li>- Flourless Chocolate and Flour-based Chocolate, Orange, Gruyère and other flavored Soufflés</li> </ul>
Basic Butchery, Trimming & Cutting	Cakes & Cake Decor <ul style="list-style-type: none"> <li>- Butter Cake, Flourless Chocolate, Gluten-Free Chocolate Cake, Flourless Lemon Almond Cake, Italian Meringue Buttercream</li> </ul>
Poultry Trussing, Baking, Roasting and Braising	Sugar <ul style="list-style-type: none"> <li>- Creamy Pralines, Peanut Brittle, Almond Toffee</li> </ul>
Basic Introduction to Seafood, How to Dress, Cure and Cook	Chocolate <ul style="list-style-type: none"> <li>- Molded Chocolates, Truffle Ganache, Fruit and Nut Rochers</li> </ul>
Basic Introduction to Shellfish	French Macarons
Restaurant Style Potatoes, Grains & Legumes	
Homemade Pastas, Ravioli & Gnocchi	
Cooking Seasonal Vegetables & Techniques	
Professional Egg Cookery and Omelettes	
Introduction to Cheese	
Cold Sauces, Dressings & Vinaigrettes	
Plate, Platter & Buffet Presentation	
Hors d'oeuvres	



### **“Incredible Chefs”**

**– Becky Rosenthal, 2014 Graduate, Food Writer**

**“SLC Foodie”**



**“On day three what I learned and understood already made the tuition worth it. I have been able to pick up side-work in hotel banquets, and was offered a two month stint cooking in Costa Rica just days after classes ended. I am now seriously valued with my certification.”**

**- Matthew Kraeling, 2016 Graduate, General Manager Hyatt**

The Professional Certificate in the Culinary Arts consists of four courses. The Cuisine Certificate is awarded after successfully completing Courses C1 and C2. The Pastry and Baking Certificate is awarded after successfully completing Courses P1 and P2. The Professional Certificate is awarded after successfully completing all four courses.

Students save money by completing both the Cuisine Certificate and the Pastry & Baking Certificate at the same time, but also have the option of completing the second Certificate at a later date. After completing both short Certificates, a total of 216 hours, students are eligible for a Professional Certificate in the Culinary Arts.

The program is constructed as follows:

### **Course C1: Culinary Fundamentals (54 hours)**

Beginning with knife skills and the basics of food science, we introduce students to the techniques used by Professional Chefs to create flavor and explore various preparations.

- Knife skills and basic cuts
- Food Science & Modern Techniques
- Product Identification
- Stocks, Broths and Jus
- Soups – Clear, Naturally Thickened and Potage
  - Minestrone, French Onion, Roasted Zucchini, Gazpacho, Potage
- Restaurant Style Sauces
- Introduction to Classical and Modern Cooking Techniques
- How to Build Flavors with Herbs and Spices
- Poultry, Pork, Beef & Lamb
  - How to Grill, Braise, Roast and Carve Chicken
  - How to Truss, Trim & Bone a Pork Loin
  - How to Butcher, Clean and Portion a Beef Tenderloin
  - How to Bone and Portion a Lamb Rack

## **Course C2: Basic Introduction to Seafood and Shellfish, Grains and Produce (54 hours)**

Each dish begins with good quality ingredients, and the skill to butcher and prepare each item.

- How to Dress to Dress and Clean Fish, Cure and Poach
- Basic Introduction to Shellfish, Clams and Mussels
- Restaurant Style Potatoes, Grains & Legumes
- Homemade Pastas, Ravioli and Gnocchi
- Cooking Seasonal Vegetables & Techniques
- Professional Egg Cookery
- Introduction to Cheese
- Pickling
- Cold Sauces, Dressings & Vinaigrettes
- Introduction to International Cuisines
- Plate, Platter & Buffet Presentations
- Hors d'oeuvres

**Minimal lecture time so students can be practicing hands-on**

**Small classes so that Chefs can give Students personalized attention and guidance**



**“I am in heaven. This class is the best thing I have done in my adult life!”**

**– Rachel Gilbert, Graduate, Business Owner**



**Course P1: Introduction to Baking and Pastry (54 hours)**

Baking requires not only skill but science to create smooth custards, flaky croissants, delicate tarts, and crusty breads.

- Breads and Doughs  
Croissants and Bagels
- Pie Crusts and Fillings  
Quiches and Tarts
- Pate a Choux  
Eclairs and Choux Puffs
- Custards, Pastry Cream, Crème Brûlée and Crème Anglaise

**Course P2: Contemporary Desserts (54 hours)**

Texture, flavor and presentation combine to create plated desserts and candies.

- Frozen Desserts & Plated Desserts
- Souffles  
Flourless and flour-based  
Orange, gruyère and other flavors
- Cakes and Cake Decor  
Traditional, flourless and gluten-free variations  
Glazing with chocolate, and mirror glaze
- Sugar  
Pralines, peanut brittle and almond toffee
- Chocolate and Chocolate Tempering  
Molded chocolates (campus only, weather permitting),  
ganache, rochers  
Chocolate decor
- French Macarons







**“Awesome. Fun. Challenging. Rewarding. The perfect 2-month culinary outline, acquiring the necessary skills for entry into a large professional restaurant after home cooking for 20 years. The school’s instructors offer decades of experience in all culinary types and skills, then provide one with the confidence to cook beyond recipes.”**

**- Paul Daniel, Graduate**

### **Course COM: Certificate in Culinary Operations and Management (20 hours)**

- Introduction to Budgeting and Forecasting
- Menu Compilation and Food Costing
- Purchasing and Cost Controls
- Staffing and Training
- Sanitation and Safety
- Promotion and Public Relations
- Standard Operating Procedures
- Equipment/Facility Maintenance & Overview

The Craft Mixology and Cocktails Certificate consists of Course M1. Non-drinkers 21 and over are welcome, as the class covers both Craft Cocktails and Mocktails.

### **Course M1: Craft Mixology and Mocktails (25 hours)**

- Bar equipment and tools
- What glasses work best for each cocktail
- Vocabulary
- Bar set up and break down
- How liquors are fermented and distilled, from vodka through gin and bourbon
- Exploration of 5 most popular liquors
- Mastery of the top cocktails (and mocktails)
- International cocktails (and mocktails)
- How to substitute liquors to make Mocktails with similar flavors
- Build familiarity with local and international brands, including how each product is produced, the history of that particular label, and the properties that give its flavor
- Palate development
- Speed and how to make multiple drinks at the same time
- How to dazzle your guests with acrobatic flair with a calibrator
- Temperatures
- DABC laws and how to navigate them
- How to reduce and manage your liquor liability
- Decorating and garnishing, both local and international
- The business side of bar operations and how to increase tips

## PROFESSIONAL CERTIFICATE IN THE CULINARY ARTS

### Academic Calendar

Students choose between three (3) culinary Certificates. Those pursuing a *Cuisine Certificate* can choose between classes in the mornings, afternoons, or nights. Those pursuing a *Pastry & Baking Certificate* also have the convenient choice between mornings, afternoons or nights. The *Professional Certificate in the Culinary Arts* combines both of the shorter programs. This means that students can begin with Pastry & Baking, and then pursue the Cuisine semester. Or they can begin with Cuisine, and then pursue the Pastry & Baking semester. An accelerated option is also available: Pursue both *Cuisine* and *Pastry & Baking* at the same time to complete the curriculum in just 5 weeks!

We also recently launched a *Craft Mixology and Mocktails Certificate* which is offered online and occasionally on campus.



### Upcoming Programs

Dates and schedule are subject to change. Please call us for the most current dates. Online students 4 months.

Course	Hours	Campus Tuition*	Online Tuition
Professional Certificate in the Culinary Arts	216	\$9,990	\$4,880
Cuisine Certificate	108	\$6,840	\$2,440
Pastry & Baking Certificate	108	\$6,260	\$2,440
Culinary Operations & Management	20	\$1,495	\$1,495

\*Campus Tuition includes a free knife kit, carrying bag, equipment, tools and Chef Uniform. Campus tuition includes all food and supplies. Campus tuition includes a graduation ceremony. Online tuition does not include any of the above.

**Cuisine and Pastry terms alternate. Professional Certificate in the Culinary Arts students can choose any Pastry term and any Cuisine term.**

Mornings: Mon thru Fri 8:30am-1pm for 5 weeks  
 Evenings: Mon thru Wed 5:30pm-10pm for 8 weeks

Morning Cohorts										
Class	Start Date	End Date	Time Starting	Time Ending	Days	No Class	Add'l Class	Classes	Hours	Total Hours
Cuisine	1/6/25	2/7/25	8:30am	1pm	MTWRF	1/9/25		24	4.5	108
Pastry	2/10/25	3/14/25	8:30am	1pm	MTWRF	2/26/25		24	4.5	108
Cuisine	3/17/25	4/18/25	8:30am	1pm	MTWRF	4/2/25		24	4.5	108
Pastry	4/21/25	5/23/25	8:30am	1pm	MTWRF	5/7/25		24	4.5	108
Cuisine	5/27/25	6/27/25	8:30am	1pm	MTWRF			24	4.5	108
Pastry	6/30/25	8/1/25	8:30am	1pm	MTWRF	7/4/25		24	4.5	108
Cuisine	8/4/25	9/5/25	8:30am	1pm	MTWRF	9/1/25		24	4.5	108
Pastry	9/8/25	10/10/25	8:30am	1pm	MTWRF	10/2/25		24	4.5	108
Cuisine	10/13/25	11/13/25	8:30am	1pm	MTWRF			24	4.5	108
Pastry	11/14/25	12/19/24	8:30am	1pm	MTWRF	11/27, 11/28/25		24	4.5	108
Evening Cohorts										
Class	Start Date	End Date	Time Starting	Time Ending	Days	No Class	Add'l Class	Classes	Hours	Total Hours
Pastry	1/6/25	3/26/25	5:30pm	10pm	MTW			24	4.5	108
Cuisine	3/2/25	4/23/25	5:30pm	10pm	MTW			24	4.5	108
Pastry	4/28/25	6/18/25	5:30pm	10pm	MTW	5/26/25	5/29/25	24	4.5	108
Cuisine	6/23/25	8/13/25	5:30pm	10pm	MTW			24	4.5	108
Pastry	8/18/25	10/8/25	5:30pm	10pm	MTW	9/1/25	9/4/25	24	4.5	108
Cuisine	10/13/25	12/3/25	5:30pm	10pm	MTW			24	4.5	108

### Culinary Operations and Management

Start Date	End Date	Time Starting	Time Ending	Days	Total Hours
5/27/25	6/25/25	2pm MST	4pm MST	Tues, Wed	20
7/1/25	7/30/25	2pm MST	4pm MST	Tues, Wed	20
8/5/25	9/3/25	2pm MST	4pm MST	Tues, Wed	20
9/9/25	10/8/25	2pm MST	4pm MST	Tues, Wed	20
10/14/25	11/12/25	2pm MST	4pm MST	Tues, Wed	20
11/18/25	12/17/25	2pm MST	4pm MST	Tues, Wed	20

## Equipment and Uniform

Campus students are provided and must wear the Park City Culinary Institute uniform and keep it tidy and presentable at all times. All students are required to wear shoes that are safe in a commercial kitchen. These kitchen shoes will have non-slip soles, solid construction (no mesh), water resistant (no cotton or weaved materials) and provide full coverage of toes, the upper foot and heel. Chef Shoes are sturdier than tennis shoes, and are designed to protect your feet from knives and hot liquids falling on them. Students must purchase shoes before the program starts. Call ahead to local stores such as Bintz or Bizwear to check inventory. Also available locally at Nordstrom and Horse Crazy. Online, visit <http://www.chefuniforms.com/chef-shoes/> for more information about the variety and pricing of different brands and styles. Restrooms are available to change into and out of uniforms.

Students are issued a professional knife and tool kit designed for the program and bring it to class each day. No substitutions can be made for these tools. Park City Culinary Institute is not responsible for any equipment, uniforms or other class materials, such as binders and handouts, left at the school.

Online students are not provided any equipment, uniforms or supplies by the school. Online tuition is lower than campus tuition so that online students can provide their own knives, equipment, food and supplies.

## Housing / Student Life

For those coming to Utah from out of town, there are a variety of fun and unique housing options available. Each offers a different type of lifestyle a short drive from our school, including:

- Historic Park City, which has charming mining cottages for rent available both furnished and unfurnished
- Urban apartments in vibrant Salt Lake City neighborhoods such as Sugarhouse and The Avenues
- Ritzy Capitol Hill overlooking the lights and activity of Salt Lake
- Family-friendly houses in and near Salt Lake City with breathtaking mountain views
- Farms and ranches where you can tend to llamas and goats

## Certificate Requirements

Certificates are awarded to students completing the grade requirements of each program, and meeting standards for technique, professionalism, organization, and attendance.

When grades on Professional Technique are given, they are based on a scale from 1-5. Criteria include, among others, presentation, taste, texture, temperature, color, aroma, seasoning, knife skills and preparation time. A minimum of average of 3.5 is required to receive a Certificate.

Practical work is evaluated several times each week. The Chefs record grades for practical reviews for each student as performed. Students are able to review these grades upon request. An average of 3.5 for all practicals is required in order to receive a Certificate. Every two weeks, instructors review the students' performance, and if any student is not maintaining a 70% (3.5) or higher average grade on their performance, they will be notified by the Director of a two-week probation. During those two weeks, the student will be given two opportunities to have their performance graded. If the new grades average above 3.5, increasing the overall average, the student will be taken off probation. If the new grades during the probationary period average 3.5 or lower, the student will stay on probation for another two weeks. If the student is not able to earn an average above 3.5 during their first or second probation, they will be asked to leave the program. In all instances, it will not be possible or necessary to retake prior practicals. Students are also evaluated on professionalism and organization, which includes time management and the French concept of *mise en place*. *Mise en place* requires that the workstation be neat and organized, and each item sorted, measured and cut, ready to be used at the appropriate time.

There are a total of 216 hours for the Professional Certificate in the Culinary Arts. The Pastry and Baking Certificate is 108 hours, and the Cuisine Certificate is 108 hours. There are 20 hours in Culinary Operations & Mgmt. 70% attendance is required to receive each Certificate. Any student indicating a problem with attendance and/or professional conduct will be notified by the Director of a possible probation. Continued violations will merit probation of three days or longer. If the student returns and either continues to attend less than 70% of program hours, or in the case of behavioral issues, has trouble maintaining a professional approach to the program and or other students, the student will be dismissed from the program. In this circumstance, re-entry will not be permitted. If a Chef Instructor asks a student to leave the program, the student can appeal the decision to the Director of the school, Laurie Moldawer. The student will have an opportunity to present their case to the Director, who will make a final decision. Once determined that a leave is appropriate, tuition will be forfeited and no refunds will be issued. An exception can only be granted by the Director of Park City Culinary Institute, and any exceptions to provide full or partial refunds, or credits towards future courses, are at the complete discretion of the Director.

Please note that students who are feeling ill, or have symptoms such as nausea or diarrhea, should not attend class. In these cases, the attendance requirement can be waived by the Director. Generally, students on campus can make up as many as 4 classes by attending class with another cohort.

### **Job Opportunities**

Students and alumni receive regular notices of job openings in the area. Graduates can be found at many restaurants in Utah and around the country, having been offered opportunities at The Copper Onion, Grand America, Log Haven, HSL, la Caille, The St. Regis, Gourmandise, Whiskey Street, Deer Valley, High West, Ruth's Chris Steakhouse, and other notable restaurants, bakeries and hotels. Some students in unique situations have been promoted to Sous Chef within their first year after graduating; and several at the Sous Chef level have used the Certification to be promoted to Executive Chef. Employers that promoted Sous Chefs to Executive Chef after our training include Gourmandise and The Five Alls, among others. Several graduates have been placed as Lead Sushi Chef, including at Sushi Blue in Park City. Many business owners either attend themselves, or send their employees for our training (including Harmons, Gourmandise, Hyatt Lodgeworks, Waffle Luv, Shoyu, and more.) Park City Culinary Institute does not guarantee job placement or wage and salary levels, nor do we offer formal placement services.



**“Not only did I eat well every single day but I had so much fun and didn’t want the program to end. The past 8 weeks have been incredible” – Bethany Grow, Graduate**

**Job Counseling and Placement:** Students are encouraged to request a one-on-one coaching session to discuss your career goals. Many of our students are interested in opening a business one day, or already own a business. Unlike other schools which need to place students in certain jobs in order to qualify for Federal Financial Aid, we provide Job Counseling instead of Job Placement. We work with each student to learn about your needs, and to coach you on which opportunities will get you to your goals. We help you identify opportunities that will work for



you, share tips on how to get interviewed, and coach you on how to prepare for those interviews. Please see your Chef Instructor to request a coaching session.

**Attendance:** All absences, whether excused or unexcused are treated the same. Students must attend 70% of labs in order to earn a Certificate. If a student misses more than half of a lab (ie. is 3 hours late for a 4.5 hour class) they will be marked absent for that lab. Excessive absences can risk graduation. Students are allowed to make up as many as 4 classes each term by attending those same classes when offered on a different date. Students can also make up classes by completing the labs online, however students on the GI Bill® do not get attendance credit for completing labs online. When there is an interruption for unsatisfactory attendance, faculty and admissions review the student's situation with the Director of the School to determine what further action to take.

**Graduation:** Each Certificate is awarded to students completing the program and meeting the requirements for technique, professionalism, organization, and attendance, including a minimum 3.5/5.0 grade point average and 70% attendance.

Graduation at Park City Culinary Institute is a big celebration, where the students have an opportunity to show friends and family what they learned during the program. Students make a variety of sweet and savory small bites (a light dinner). Two free guests are included in tuition. We ask any additional guests beyond the free two guests to make a small contribution towards food.

**Powerful Alumni Network:** When you graduate from Park City Culinary Institute, you join successful alumni including the founders of Kodiak Cakes, Crumbl Cookies, Waffle Luv and more. We have over 1,100 graduates around the world.

**Record Maintenance:** The School maintains records of grades and transcripts for a minimum of three years.

**Ownership and Board:** The School is owned and operated by Laurie Moldawer.

## APPLYING FOR ENROLLMENT

### Requirements

The Professional Certificate in Culinary Arts Program is designed to prepare students for both a career or to start their own business. The shorter certificates in Pastry and Baking, and Cuisine, prepare students for more specific roles in the Food & Beverage industry. Serious amateurs and food enthusiasts also attend.

Students interested in professional training must possess a high school diploma, or GED (General Education Development) Certificate, and be beyond the age of compulsory high school attendance, as prescribed by Utah law per Rule 152-34-4(3) of the Utah Administrative Code (generally 18 years old by the first day of class). Those not meeting these requirements can still attend for a non-professional certification, please call us to learn more. The Certified Mixologist training requires that students be 21 or older to attend, and not have a DUI in the prior five years.

Applicants will be evaluated based on their dedicated interest in the program and the seriousness with which they intend to broaden their skills. Work experience in the profession will be considered, but is not required. As the program is designed to challenge both entry-level students as well as those with some work and educational experience, no prior credit, reduced hours or tuition discount is available for any previous education. The only exception to this policy is for Veterans attending on the GI Bill®. Eligible veterans must submit a transcript of all related education and military training, and coordinate with the Director of Admissions to schedule a Skills Assessment with one of the Chef Instructors. The decision to grant any *prior credit* is at the discretion of the Chef Instructor. Any hours credited will not require attendance, and a pro-rata adjustment to tuition will be made. Questions? Call us at (801) 413-2800 or email [info@pcculinary.com](mailto:info@pcculinary.com).

### Application Deadlines

Classes fill quickly. It is suggested that students apply as soon as possible. You can contact Admissions for availability. The application review process is completed within a few days of receiving each application. Students are notified of acceptance by phone and/or email. Once accepted, your seat is not confirmed until your tuition deposit is paid, and we have executed an Enrollment Agreement. Payments received after class fills may be returned, even if you were accepted. There are certain circumstances in which the Director may decide to hold a seat for a particular student even if the deposit is not made within this timeframe.

## Tuition and Fees

Tuition and fees are subject to change. As of the printing of this Catalog, tuition and fees are as follows:

### Professional Certificate in the Culinary Arts – 216 hours

	Campus	Online
<b>Application fee</b> non-refundable	55	55
<b>Tuition</b> for 216 hours of instruction, demonstrations and hands-on practice	9,990	4,880
<b>Included Free with Campus Tuition:</b> <b>Knives and Equipment</b> Four knives, thermometer, peeler, bench scraper, piping tip set, electronic scale, shears, sharpener, ruler, and carrying bag <b>Uniform</b> including two Chef's jackets, two aprons, Chef pants, and beanie		No Kit, Uniform, Food or Supplies
<b>Total</b>	10,045	4,935

### Pastry and Baking Certificate – 108 hours

	Campus	Online
<b>Application fee</b> non-refundable	55	55
<b>Tuition</b> for 108 hours of instruction, demonstrations and hands-on practice	6,260	2,440
<b>Included Free with Campus Tuition:</b> <b>Knives and Equipment</b> Three knives, and other tools such as a thermometer, peeler, bench scraper, piping tip set, electronic scale, ruler, and carrying bag <b>Uniform</b> including two Chef's jackets, two aprons, Chef pants, and beanie		No Kit, Uniform, Food or Supplies
<b>Total</b>	6,315	2,495

### Cuisine Certificate – 108 hours

	Campus	Online
<b>Application fee</b> non-refundable	55	55
<b>Tuition</b> for 108 hours of instruction, demonstrations and hands-on practice	6,840	2,440
<b>Included Free with Campus Tuition:</b> <b>Knives and Equipment</b> Four knives, and other tools such as a thermometer, peeler, bench scraper, shears, sharpener, piping tips, and carrying bag <b>Uniform</b> including two Chef's jackets, two aprons, Chef pants, and beanie		No Kit, Uniform, Food or Supplies
<b>Total</b>	6,895	2,495

Once accepted, the following schedule of payments applies:

- Down payment or total tuition and fees is due upon acceptance to hold your seat. Down payments are as follows:  
Campus Professional Culinary Arts, Cuisine, Pastry & Baking: \$1,250  
Online Professional Culinary Arts: \$1,000  
Online Cuisine: \$700      Online Pastry & Baking: \$700  
**Deposits received after class fills may be returned, even if the student was accepted**
- Four weeks prior to start day: Balance of tuition and fees is due unless accepted and enrolled in a payment plan  
**Late fees may be charged for payments received after this date**

Only those students who have paid Tuition and Fees in full or who are enrolled and current in a payment plan will be allowed to participate in the program. No refunds will be issued for partial payment. Tuition is only good for



the program enrolled in. Students missing all or part of the program selected because of conflicts, health and medical emergencies or other reasons, will need to pay tuition in full to attend a future program. Application fees, and fees for any knives, tools or uniforms already purchased will not need to be repaid. Students attending on the GI Bill® may continue their training at a later date if called into Active Duty during the dates enrolled. In this instance, please notify the Director of the school, Laurie Moldawer, as soon as you know you are getting deployed. Any classes missed for Active Duty can be retaken at a later date without any additional tuition. In other circumstances, missing class does not excuse a student from the obligation to pay full tuition. We may allow a rare exception in extreme circumstances, or if the date change is requested several weeks before class begins. An exception can only be granted by the Director of Park City Culinary Institute, and any exceptions to provide full or partial refunds, or credits towards future courses, are at the complete discretion of the Director. Any payment that is dishonored (i.e. returned check) will be assessed a non-refundable \$30 fee.

### Funding Your Education

Funding your culinary education can seem intimidating, even if you know it will be a great investment in your future. Credit unions often provide the best rates. Many students choose to finance their education through private funds, or a loan from family or friends. Classes are scheduled so that students can work part time during the program. Private organizations may offer tuition assistance. Call our office for more information.

**Tip when applying for a bank loan:** When applying to a bank or credit union, the type of loan you will need is a personal loan, *not* a student loan. Certificate Programs like these do not qualify for “Student” loans. Save time by bringing a friend or family member with you to co-sign the loan. Most students will not qualify for a loan independently while they are in school – get your loan quicker by bringing a co-signer with you when you apply. If your bank can’t help you, a payment plan with us may be a good alternative.

### Financial Aid and Scholarships

Payment plans are available for eligible campus students. Below are examples of current payment plans based on an interest rate of 12% and 18 months of payments. Interest rates, payment amounts, and duration of payments are subject to change. Monthly payments are generally lower than at many other schools. To apply for a payment plan, please call us at (801) 413-2800. Students may be asked to provide a guarantor.

#### Campus Courses – Sample Payment Plan (Rates subject to change)

Certificate	Professional Culinary Arts	Cuisine	Pastry & Baking
Deposit	\$1,250.00	\$1,250.00	\$1,250.00
Monthly Payments	532.98	340.89	305.52
Number of Months	18	18	18
Total Tuition	\$9,990.00	\$6,840.00	\$6,260.00
Total Interest	853.70	546.01	489.36
Total	\$10,843.70	\$7,386.01	\$6,749.36

#### Rights and Responsibilities of Students Borrowing Money through Payment Plans

- You may request an update on your interest rate, fees, balance owed and repayment options at any time.
- Defer or adjust repayment at any time, if qualified.
- You must tell the School if you change your name, address, or phone number.
- Before you leave school, you need to tell the School your permanent address, the name and address of your expected employer (if known), and the address of your nearest relative.
- You must pay your payment plan in full, including interest, even if you did not finish your program, did not finish your program in the regular time allotted for program completion, you are unable to get a job after you finish, or if you are unhappy with or do not get the education or other services you purchased from the school.
- You may prepay your loan at any time.

#### Rights of School Lending Money through Payment Plans

- All payment plans require authorizing the School to take payments automatically from a bank account, debit or credit card. You will be given a credit card authorization form to set up your payment plan and allow the School (or its agent) to take those payments.
- Any withdrawals from your account that do not go through on the scheduled date because of a lack of funds or any other reason are subject to a \$30 fee.
- If you stop making payments, the School has the right to remove you from class. In this event, you may not graduate. In most cases, you will not be eligible for a refund of any payments already made.
- If you stop making payments, the School has the right to confiscate any knives, equipment, student materials or uniform issued. In most cases, you will not be eligible for a refund of any payments already made.
- If you stop making payments, the entire balance of your loan (principal and interest) becomes immediately due. This is called acceleration. Once your loan is accelerated, the School as your lender can withhold money from your wages. The School may also engage a Collections Agency to collect from you. The School may also pursue your loan balance in court.

Students who participate in ProStart in High School are eligible for a scholarship based on the following scale:

One year in ProStart: \$125 for Cuisine or Pastry / \$250 for Professional Culinary Arts

Two years in ProStart: \$250 for Cuisine or Pastry / \$500 for Professional Culinary Arts

Other scholarships may occasionally be available. Please ask your Admissions Counselor for more information.

#### **GI Bill® - Only available for Campus Courses**

The GI Bill assists servicemembers and eligible veterans in covering the cost of our campus education and training. Students attending on campus for cooking and baking programs may be eligible for the GI Bill®. The GI Bill® is not currently available for our online courses. *Veterans please note, any amount due the school for tuition and fees that is not paid by the VA is your responsibility to pay the school directly. This includes amounts promised by the VA, as well as amounts forfeited because of poor performance, and any other balance not paid by the VA, for whatever reason.*

#### **Waitlist**

To maintain the ideal class size, students are often placed on a wait list. If you are placed on a wait list, you will be asked for a \$500 deposit to hold your place. If accepted into the program, the deposit will be applied towards tuition and will not be refundable. If we cannot accommodate your enrollment, you can choose to roll the deposit over into the next available program, or have it refunded.

#### **Food Handlers Card**

All campus students are required to have a Utah Food Handlers card prior to the first day of class. If you have a Food Handlers certification from another state, please check with a Utah health department to confirm whether it will be respected in the State of Utah. Only Food Handlers certifications recognized by Utah will be acceptable for this program. Classes can be taken online or in person, and generally take under three hours and cost

approximately \$30. The online course allows 3 attempts to pass the test, and 75% percent of students pass. You will have to pass the test to receive the card. Please call the school if you have trouble meeting this requirement so that we can help you. For course information visit

<https://easyfoodhandlers.com/>

Please only use the link approved by the State of Utah, as other online classes may not be recognized.

### **Rights of Student and Institution**

Park City Culinary Institute reserves the right to dismiss or not enroll any student that threatens the safety or peace of mind of themselves or other students. Any student inappropriately using kitchen tools or equipment, or not displaying common sense, may be removed from the classroom and possibly the program as deemed appropriate by the faculty and/or Director. Park City Culinary Institute will not tolerate sexual harassment or discrimination. Any student asked to leave the program may not be eligible for a Certificate, and may not be eligible for other assistance and services. In this circumstance, the Park City Culinary Institute reserves the right to terminate this enrollment contract with no further remedy or compensation due to the student beyond what is required by law. All payments are non-refundable. An exception can only be granted by the Director of Park City Culinary Institute, and any exceptions to provide full or partial refunds, or credits towards future courses, are at the complete discretion of the Director.

### **Student Responsibilities**

Students are responsible to meet all of the instructor's attendance and assignment requirements. Failure to do so may affect your final grade, whether you receive a Certificate, and whether you will be eligible for any other services or assistance. Any grievances should be discussed with the Director. If a student decides to file a grievance, they are fully responsible for providing proof that they have been wronged.

### **Student Conduct Policy**

Professional and ethical conduct are of critical importance in a restaurant setting. There are fundamental values of professionalism such as honesty, respect, integrity and trustworthiness. We take pride in having students that also value a commitment to excellence, punctuality, reliability, empathy and compassion. All students are expected to demonstrate high standards of professional behavior, both in and out of the classroom. Failure to meet these standards will result in disciplinary action up to, and possibly including, dismissal. The Executive Chef, or his/her designee, is responsible for investigating alleged violations of professional conduct standards and recommending corrective measures, or discipline, as appropriate.

When a staff member observes a student action that represents a possible violation of expected professional standards, he or she will contact the student directly to discuss the issue. If the staff member feels that an effective resolution results from meeting with the student, no further action is required, except that the staff member shall document the incident in the student's file and will notify the Executive Chef and Director.

If, after discussing the issue with the student, the staff member feels that a satisfactory resolution has not been reached, he or she will notify the Executive Chef and Director of the incident, the alleged violation of professional conduct, and the failure to obtain resolution. The Executive Chef will interview the student to discuss the nature of the incident and the student's perception of that event, the staff member involved, and other students or faculty as appropriate to determine a course of action. The Executive Chef may require remedial action, such as probation.

If the student believes that the finding and subsequent action by the Executive is wrong or otherwise violates the student's rights, the student may appeal to the Director of the school. The determination of the Director of the school shall be final.

If the staff member is unwilling or unable to contact the student directly, the matter should be referred directly to the Executive Chef or Director of the school.

Any student indicating a serious problem with professional conduct will be notified by the Executive Chef or Director of a possible probation. Continued violations will merit probation of three days or longer. If the student returns and continues to have trouble maintaining a professional approach to the program and/or other students, the student will be dismissed from the program.

Once determined that a leave is appropriate, tuition will be forfeited and no refunds will be issued. An exception can only be granted by the Director of Park City Culinary Institute, and any exceptions to provide full or partial refunds, or credits towards future courses, are at the complete discretion of the Director.

Students who believe that a faculty member has behaved in an unprofessional manner are encouraged to discuss their concerns directly with that faculty member. Alternatively, a student may elect to discuss his or her concern with the Executive Chef, another staff member, or the Director of the school.

Students who feel that some disciplinary action taken against them by Executive Chef is not warranted or appropriate may appeal that decision to the Director of the school.

Examples of professional behavior include, but are not limited to, the following:

1. **Honesty and integrity:**
  - a. Act with honesty and integrity in using and properly storing school supplies.
2. **Empathy and cultural diversity:**
  - a. Demonstrate appropriate interpersonal interaction with respect to culture, race, religion, ethnic origin, gender, and sexual orientation.
3. **Punctuality:**
  - a. Arrive and leave as scheduled for class.
4. **Professional behavior:**
  - a. Show regard for persons in authority.
5. **Negotiation, compromise, and conflict resolution:**
  - a. Demonstrate how to resolve conflicts.
  - b. Display positive attitude when receiving constructive criticism.
6. **Lifelong improvement:**
  - a. Produce quality work.
  - b. Demonstrate a desire to exceed expectations.
  - c. Demonstrate characteristics of lifelong learning.
7. **Time management and decision-making:**
  - a. Utilize time efficiently.
  - b. Demonstrate self-direction in completing labs.
8. **Appearance:**
  - a. Maintain dress appropriate to a kitchen classroom.
  - b. Maintain personal hygiene and grooming, including clean and complete uniforms and shoes.

### **Administration and Appeals**

The Committee of Chef Instructors make recommendations to the Director of the school, Laurie Moldawer, who makes the final decision on any matters that come before the group. The Chef Committee is led by Chefs. Any requests by students that are denied by the Committee can be appealed to Director Laurie Moldawer. While the Director takes the recommendation of the Committee into account, she can act independently of the Committee and veto any recommendation as appropriate. This process applies to all matters affecting students, including dismissals.

### **Non-discrimination Policy**

Park City Culinary Institute prohibits discrimination on the basis of race, color, religion, creed, sex, sexual orientation, age, marital status, national origin, political belief or affiliation, veteran status, and any other class of individuals protected from discrimination under state or federal law in any aspect of the access to, admission, or treatment of students in its programs and activities, or in employment and application for employment. Furthermore, our policy includes prohibitions of harassment of students and employees, i.e., racial harassment, sexual harassment, and retaliation for filing complaints of discrimination.

### **Procedure for serving students with a disability**

Park City Culinary Institute does its best to reasonably accommodate students with disabilities. Students seeking accommodations must notify Admissions at (801) 413-2800 and, in some cases, complete formal paperwork (provided by the school) informing the school of the disability for which accommodations are being requested. If applicants to the school notify administration of a disability for which accommodations are requested, the school will make a good-faith effort to provide reasonable accommodations.

### **Procedure for serving students with Limited English Proficiency**

Park City Culinary Institute takes pride in having students attend from around the world. We do not discriminate on the basis of national origin. That said, students must have a working knowledge of English to attend our programs. For students who are not proficient in English, you can visit <https://www.esldirectory.com/esl-program-search/usa/utah/> for a list of English as a Second Language (ESL) programs in Utah.

### **Licenses and Registrations**

Park City Culinary Institute is Registered under the Utah Postsecondary Proprietary School Act (Title 13, Chapter 34, Utah Code). Registration under the Utah Postsecondary Proprietary School Act does not mean that the State of Utah supervises, recommends, nor accredits the institution. It is the student's responsibility to determine whether the credits, degrees or certificates from the institution will transfer to other institutions or meet employers' training requirements. This may be done by calling the prospective school or employer. The institution is not accredited by a regional or national accrediting agency recognized by the United States Department of Education. The school has a Special Use Permit for Scientific and Educational Use of Liquor.

### **Bond**

Park City Culinary Institute has submitted a License Bond issued by Travelers Casualty and Surety Company of America, One Tower Square, Hartford, CT, 06183, in the amount of \$300,000, payable to the Division of Consumer Protection, State of Utah.

This catalog includes the most current information as of the date of printing. Dates, location, instructors, syllabus and other items are subject to change.

## **Refund Policy**

Park City Culinary Institute is entirely self-supporting. The admission of a student affects seat assignment in classes, scheduling of faculty, purchase of equipment, and other provisions by the administration that must be contracted in advance. For this reason, there will be no refunds of tuition or fees following the three-day cooling off period as described below, unless an exception is granted by the Director of Park City Culinary Institute. A student not completing the program, whether through their own choices, health issues, or because they were asked to leave the school for reasons stated here in this catalog, is neither entitled to a full or partial refund, nor forgiven of their obligations to pay tuition in full.

All enrollments are subject to a three-business-day cooling-off period, during which time the student may rescind the contract and receive a refund of all money paid. The cooling-off period may not end prior to midnight of the third business day after the latest of the following days: (i) the day the student signs an enrollment agreement (ii) the day the student pays the institution an initial deposit or first payment toward tuition and fees; or (iii) the day that the student first visits the institution, if the program lasts more than 30 consecutive calendar days.

A student enrolled in a correspondence institution may withdraw from enrollment following the cooling-off period, prior to submission by the student of any lesson materials or prior to receipt of course materials, whichever comes first, and effective upon deposit of a written statement of withdrawal for delivery by mail or other means, and the institution shall be entitled to retain no more than \$200 in tuition or fees as registration charges or an alternative amount that the institution can demonstrate to have been expended in preparation for that particular student's enrollment.

No refunds will be granted to any student that is dismissed or withdraws after the cooling-off period. An exception can only be granted by the Director of Park City Culinary Institute, and any exceptions to provide full or partial refunds, or credits towards future courses, are at the complete discretion of the Director.

For students attending school on the GI Bill®, refer to the refund policy on the following page.

## This Page Applies to Veterans under the GI Bill® only

The following policy applies to Veterans receiving funding under the GI Bill® only, and overrides any other language herein.

### Refund Policy 38 CFR 21.4255

A refund policy meets the requirements of VA regulations if it provides that the amount charged for tuition, fees, and other charges for a portion of the course does not exceed the approximate pro rata portion of the total charges for tuition, fees, and other charges that the length of the completed portion of the course bears to the total length. The school may make provision for refund with the following limitations:

- 1.Registration Fee:** An established registration fee in an amount not to exceed \$10 need not be subject to pro-rating. Where the established registration fee is more than \$10, the amount in excess of \$10 will be subject to pro ration.
- 2.Breakage Fee:** Where the school has a breakage fee, it may provide for the retention of only the exact amount of the breakage, with the remaining part, if any, to be refunded.
- 3.Consumable Instructional Supplies:** Where the school makes a separate charge for consumable instructional supplies, as distinguished from laboratory fees, the exact amount of the charges for supplies consumed may be retained but any remaining part must be refunded.
- 4.Books, Supplies and Equipment:** Where the veteran or eligible person purchases his books, supplies, and equipment from a bookstore or other source, and the cost of such items is separate and independent from the charge made by the school for tuition and fees, he may retain or dispose of such items at his own discretion. Where the school furnishes the books, supplies, and equipment, with the cost thereof included in the total charge payable to the school for the course, and the veteran or eligible person withdraws or is discontinued prior to the completion of the course, refund will be made in full for the amount of the charge for the unissued books, supplies, and equipment. Issued items may be disposed of at the discretion of the veteran or eligible person.
- 5.Tuition and Other Charges:** Where the school either has or adopts an established policy for the refund of the unused portion of tuition, fees, and other charges subject to proration, which is more favorable to the veteran or eligible person than the approximate pro-rata basis described above, such established policy will be applicable. Otherwise, the school may charge a sum, which does not vary more than 10% from the exact pro-rata portion of such tuition, fees, and other charges that, the length of the completed portion of the course bears to its total length. The exact proration will be determined on the ratio of the number of instructional days in the course.
- 6.Prompt Refund:** In the event that the veteran, spouse, surviving spouse or child fails to enter the course or withdraws or is discontinued at any time prior to the completion of the course, the unused portion of the tuition, fees, and other charges paid by the individual shall be refunded promptly. Any institution that fails to forward any refund due within 40 days after such a change in status, shall be deemed, prima facie, to have failed to make a prompt refund as required by this paragraph.

Park City Culinary Institute complies with the requirements of 38 USC 3679(e), which include to

- Permit any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 (a “certificate of eligibility” can also include a “Statement of Benefits” obtained from the Department of Veterans Affairs’ (VA) website – eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes) and ending on the earlier of the following dates:
  1. The date on which payment from VA is made to the institution.
  2. 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

Park City Culinary Institute will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual’s inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

Park City Culinary Institute may require a covered individual to:

1. Submit a certificate of eligibility for entitlement to educational assistance no later than the first day of a course of education.
2. Submit a written request to use such entitlement.
3. Provide additional information necessary to the proper certification of enrollment by the educational institution.
4. We may also require additional payment or impose a fee for the amount that is the difference between the amount of the student’s financial obligation and the amount of the VA education benefit disbursement.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.



## Disclosure Statement

Pursuant to U.C.A. § 13-34-108

Park City Culinary Institute  
1484 South State Street  
Salt Lake City, UT 84115

**Facility and Training Equipment:** Campus courses are taught at 1484 South State Street using commercial equipment purchased new in 2017. The teaching kitchen has four six-burner Wolf ranges, a Wolf charbroiler, twin convection ovens, Traulsen refrigeration, mixers and other appliances. The building features exposed red brick and skylights. Courses are also taught online using video demonstrations and email.

**Faculty:** Park City Culinary Institute takes pride in having Chef Instructors with real-world experience averaging 10 years or more.

**Certificates:** The Professional Certificate in Culinary Arts is 216 hours of instruction and guided practice on fundamental techniques used in professional kitchens. This program is also available in two separate segments, the Pastry and Baking Certificate (108 hours) and the Cuisine Certificate (108 hours). The Professional Certificate in Culinary Arts Program is designed to prepare students for both a career or to start their own business. The shorter certificates in Pastry and Baking, and Cuisine, prepare students for more specific roles in the Food & Beverage industry. Culinary Operations and Management provides 20 hours of business training for students interested in operating a restaurant. Students 21 and over can become a Certified Mixologist by completing the Craft Mixology and Mocktails Certificate, which provides 25 hours of instruction and hands-on practice. Serious amateurs and food enthusiasts also attend.

**Enrollment Qualifications:** All professional students must possess a high school diploma, or General Education Development (GED) Certificate, and be beyond the age of compulsory high school attendance, as prescribed by Utah law per Rule 152-34-4(3) of the Utah Administrative Code (generally 18 years old by the first day of class). Other students can attend the same program without the Professional designation by signing a waiver. Students attending the Craft Mixology Certificate must be age 21 or older. We will not accept students into our Certified Mixologist program with DUI's in the prior five years. Please call the school for more information.

**State Licensure:** This Certificate Program does not provide credit towards any State Licenses. A Food Handlers Card is required to work in any food service establishment in Utah. An opportunity to obtain a food handlers card is provided through classroom instruction and testing on safe food handling procedures by the county health departments and other organizations. The cost of this program is generally \$30 and can be completed within a few hours. Food Service managers need to attend a Food Managers Certification Course. Every individual who sells or furnishes alcoholic beverages to the public in Utah must successfully complete an Alcohol and Beverage Server Training and Education Seminar.

**Tuition and Fees:** After paying a \$55 application fee, the tuition for each program is as follows:

Professional Certificate in the Culinary Arts \$9,990 on Campus (\$4,880 Online)

Pastry and Baking Certificate \$6,260 on Campus (\$2,440 Online)

Cuisine Certificate \$6,840 on Campus (\$2,440 Online)

Culinary Operations and Management \$1,495

A fee of \$30 applies to returned checks and automatic payments that do not go through or are delayed on payment plans.

**Financial Assistance:** Credit unions generally provide the best rates. We currently offer payment plans at 12% interest that can pay off tuition in 18 months. Rates, payment amounts and pay periods are subject to change. We can accept tuition payments from the GI Bill® for campus courses, and the Department of Workforce Services of UT & WY.

**Cancellation and Tuition Refund Policies:** All enrollments are subject to a three-business-day cooling-off period, during which time the student may rescind the contract and receive a refund of all money paid. The cooling-off period may not end prior to midnight of the third business day after the latest of the following days: (i) the day the student signs an enrollment agreement (ii) the day the student pays the institution an initial deposit or first payment toward tuition and fees; or (iii) the day that the student first visits the institution, if the program lasts more than 30 consecutive calendar days. No refunds will be granted to any student that is dismissed or withdraws after the cooling-off period. An exception can only be granted by the Director, and any exceptions to provide full or partial refunds, or credits towards future courses, are at the complete discretion of Park City Culinary Institute. We also comply with 38 CFR 21.4255 for Veterans.

**Bond:** Park City Culinary Institute has submitted a License Bond issued by Travelers Casualty and Surety Company of America, One Tower Square, Hartford, CT, 06183 in the amount of \$300,000 payable to the Division of Consumer Protection, State of Utah.

**Length of Programs:** Programs vary from 5 to 16 weeks. See website for current information.

**Graduation Requirements:** Each Certificate is awarded to students completing the program and meeting the requirements for technique, professionalism, organization, and attendance, including a minimum average 3.5/5.0 grade point average and 70% attendance.

**Graduation and Employment Rates:** 2023: 94% graduation/92% employment; 2022: 96% graduation/93% employment; 2021: 96% graduation/93% employment; 2020: 97% graduation/95% employment. Source: Student records and surveys. Employment rates are based on students seeking employment. Park City Culinary Institute does not guarantee jobs, or wage and salary levels.