MARIANO MORENO CULINARY INSTITUTE

Argentina - Colombia - Ecuador - Mexico - R. Dominicana - USA - Venezuela

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MARIANO MORENO
CULINARY INSTITUTE
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MESSAGE FROM THE PRESIDENT

Welcome to Mariano Moreno Culinary Institute in Miami!

Saying this phrase is a double pleasure to me, as it implies the traditional greeting to new students and the opportunity to do so for the first time in the United States.

Our well-respected school started ten years ago in the United States, using all the accumulated experience gained throughout more than 50 years in Argentina, Colombia, Mexico, Venezuela, Ecuador and most recently Dominican Republic.

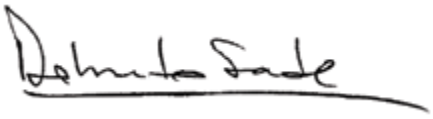
Mariano Moreno Institutes have an extended history behind them. Our activities started back in 1963 in Buenos Aires, Argentina, in a variety of humanistic studies. Over the years, our schools developed several programs with a faculty of experienced and renowned professionals, which contributed to create extremely successfully international alumni around the world.

This experience has allowed us to create extensive and varied studies addressed to the students who filled our classrooms. It was not meant to adapt the students to our models but instead to tailor our programs to the needs and likes of those who came to our institute to study.

The backbone of our programs of study is sustained by the culinary techniques of European countries while adding international traditions and American innovation.

This view is prevalent in the best culinary schools in the Western world and we have adapted to the needs of the food industry, which allows our students to have a quick work turnout.

I hope to have the opportunity to greet each and every one of you as individuals with warmth and not as groups. We believe in the individuality of our students as the creative chefs they will become and we will support an educational environment where you could explore each of your possibilities while extending our knowledge and passion for this field for you to carry on in your professional career.



Roberto Sade El Juri

President

ABOUT MMCI

Mariano Moreno Institute (ISMM) was created in 1963 in the City of Buenos Aires, Argentina. Founded by Mr. Roberto Sade, a visionary in the academic business, the Institute started as a journalism school, becoming the first school of journalism in Buenos Aires. It is named after Mariano Moreno who was the founder of the Gazeta de Buenos Aires, the first newspaper of the city.

ISMM is devoted exclusively to educational activities, and is currently recognized as one of the leading educational institutes of Argentina. With over 50 years of experience it has managed to expand into various sectors of education, such as: Culinary Arts, Computer, Fashion Design, and Accelerated High School for adults among others.

Since 2000 the Mariano Moreno Culinary Institute (MMCI)* has been setting the standard of excellence in professional culinary education, positioning itself as one of the best schools in Latin America. The mission of the MMCI is to promote worldwide appreciation of culinary arts and encourage excellence in the food business at all levels.

Every academic year the Institute of Culinary Arts welcomes hundreds of foreign students in its Buenos Aires location. The Institute has also established five schools in Colombia, three in Mexico, two in Venezuela, one in Ecuador, one in Dominican Republic and one in United States where its knowledge and expertise has resulted in great recognition for the school and its graduates. Its excellent reputation, outstanding professionals, and facilities have made it possible to partner with internationally recognized culinary schools, such as “Paul Bocuse Lyon Culinary Arts Institute”. International partnerships like this allow its students to participate in more culturally diverse experiences and expose them to the highly competitive business world.

MMCI will provide comprehensive training in cuisine and pastry to culinary professionals and enthusiasts. The curriculum is based on European cuisine with an emphasis on French, Italian and Spanish techniques. In addition to those classical cooking methods, it will also explore the American regional cuisine, Asian cuisine and the latest trends including Molecular Gastronomy, preparing its students for an international career in the food industry. Students will be trained alongside masters of the craft who share their world experiences and encourage them to develop creativity and originality.

The culinary arts program will provide you the opportunity to develop your skills through demonstration followed by hands-on practical application in professionally equipped kitchens. As part of this dynamic environment, students are immersed in the culinary and hospitality worlds, spending a significant time in the kitchen applying skills and techniques.

PHOTOGRAPHS

While not all photographs in this publication were taken at Mariano Moreno Culinary Institute, they do accurately represent the general type and quality of equipment and facilities found at Mariano Moreno Culinary Institute Miami campus. All photographs of the physical facilities of any of the institutions are captioned to identify the particular institution depicted.

ADMISSION PROCEDURES AND REQUIREMENT

NON-DISCRIMINATION

Mariano Moreno Culinary Institute admits students without regard to race, gender, sexual orientation, religion, creed, color, national origin, ancestry, marital status, age, disability, or any other factor prohibited by law.

ADMISSIONS POLICY

Students should apply for admissions as soon as possible in order to be accepted for a specific program and start date. All applicants are required to complete a personal interview with an admissions representative, either in person or by telephone.

An application for admission is available from the Admissions Office and can be mailed upon request. It may also be downloaded and printed from the Institute’s web site at www.mmci.edu and may be completed online. There is a $50 non-refundable application fee to the Admissions Office; Applications submitted by mail should include a check or money order payable to Mariano Moreno Culinary Institute LLC. Do not mail cash.

The certificate in Culinary Arts, Certificate in Pâtisserie and Baking, Associate of Applied Science Degree in Culinary Arts, and Associate of Applied Science Degree in Pâtisserie and Baking method of instruction will be offered in English or Spanish. Students should select the preferred language for the offered program upon enrollment.

PLACEMENT TESTING REQUIREMENTS AND REGISTRATION

Candidates for admission must have earned a standard academic or technical high school diploma or official state-issued General Education Diploma (GED) prior to admission to the Mariano Moreno Culinary Institute.

Students who earned their high school diploma through a home school program must provide an official transcript of completion of high school requirements verified by the local school district.

High School seniors may apply for admissions but the high school diploma should be received before the student will be permitted to begin class. In lieu of a high school transcript, students who have attended an accredited post-secondary school may provide an official copy of one of the following: (a) an official institute transcript for an earned associate, bachelor or post-graduate degree from an accredited college (b) Form DD214 Release from Active Duty.

Upon receipt of the application and all supporting documentation, a decision will be made concerning acceptance to the College. If an applicant is seeking financial assistance, he/she will be forwarded student Financial Planning forms. Domestic applicants are accepted on a rolling basis. Applicants are expected to show a high degree of motivation and ambition.

WONDERLIC STUDENT ASSESSMENT EVALUATION

Students applying for any program at Mariano Moreno Culinary Institute have to take the Wonderlic Exam (SLE or SLE-Q). Those prospect students that have High School Diploma or Technical Certification and presented an official copy of their degree are exempt from this evaluation. International students do not have to present the evaluation if they submitted a copy of their degree that is recognized by the Department of Education.

The minimum scores to be eligible for admissions at Mariano Moreno Culinary Institute are as follow:

Certificate Program is Culinary Arts or Pâtisserie and Baking: 12 points

Associate in Culinary Arts or Pâtisserie and Baking: 14 points

Students will have the opportunity to take this exam up to 3 times.

STUDENTS WITH SPECIAL NEEDS

Mariano Moreno Culinary Institute will assist qualified students in attaining reasonable accommodations and support services. Our disability support specialists are available to discuss students' specific needs in the classroom and kitchen labs. Reasonable accommodations may include readers, note-takers, priority seating, enlargement of notes, tape recording a lecture, books on CD, interpreters, testing accommodations, and assistance with lifting or priority registration. Accommodations depend on the student's documentation and specific functional limitations. After reviewing the documentation and interviewing the student, a disability support specialist will determine and recommend appropriate accommodations for each student's course of study.

It is the student's responsibility to initiate a request for services and remain involved as a committed learner who has taken charge of his or her own needs. Due to confidentiality laws governing institutions of higher education, students must disclose their disability with the Academic Department to request accommodations from each instructor and/or other staff members and departments on campus. Students with disabling conditions who desire accommodations for a class, quiz, midterm, or final exam must request the accommodations with the Academic Department for every instance. Students should notify instructors of their disability and need for accommodations during the first week of class.

CULINARY ARTS PROGRAM

Applicants to the Mariano Moreno Culinary Institute must:

- Have a high school diploma or GED and submit a copy to the MMCI
- Submit a complete application form and a $50.00

non-refundable application fee

- Conduct an interview with an Admission Official either in person or by phone

INTERNATIONAL STUDENTS

Admissions requirements and acceptance procedures for international students are the same as those for students who are citizens of the United States, with the exception that applicants who are not U.S. citizens or permanent residents of the U.S. must supply the following:

- International students whose country of origin's primary language is not English and are applying for a program that requires English proficiency must submit a certified copy of scores for the Test of English as a Foreign Language (TOEFL)*
- Submit high school or college/university official transcript translated to English by a recognized nationally and internationally credential evaluator
- Declaration of Financial Support signed by both the applicant and the sponsor (contact admissions for details)
- Complete I-20 request form
- Declaration of Financial Support signed by both the applicant and the sponsor (Form I-34)
- Certified Bank Statement not more than 30 days old
- Copy of current Passport
- Submit an original copy of a visa, if required.

NOTE: All documents must be originals or certified true copies. All documents, which are not in English, must be accompanied by a certified official translation. A member of the National Association of Credential Evaluation Services (NACES) must evaluate High School diplomas from institutions located outside the United States.

*Minimum TOEFL requirements are as follows: TOEFL score of 80 (Internet-based or IBT)

TOEFL score of 550 (pen/paper or PPT)

INTERNATIONAL VISITORS

All the international visitors, including those holding work authorization cards must contact the Admissions Office for admission requirements.

TRANSFER STUDENTS

Transfer students are eligible to apply for all programs; however, they are not guaranteed credit. Credit is usually granted for courses completed with a grade of "C" or better at another institution accredited by an accrediting agency recognized by the U.S. Department of Education.

Students seeking to transfer credit are responsible for having official transcripts forwarded to Mariano Moreno Culinary Institute for review. To assist with the transfer credit review process, course descriptions, syllabus and program information should also be submitted. Students must petition for transfer credit with the Registrar within six weeks after starting classes. If official transcripts or other requested materials are not received within that designated time period, tentative transfer credit will be forfeited. As with prospective freshman, acceptances are made on a rolling basis as an application becomes complete.

The Director of Educations is responsible for the transfer credit evaluation which will be conducted at no cost for the prospect student. The Director of Education's office will communicate in writing to the prospect student If any credits are awarded, the impact on the selected program of studies length and the reduction in tuition. Mariano Moreno Culinary Institute requires that, at a minimum, a student complete the final 50% of a program through the Institution.

Mariano Moreno Culinary Institute reserves the right to substitute courses at the discretion of the department chairs, directors or deans. It may be necessary for students to forfeit some previously earned credit in the transfer process since college philosophies, objectives and programs may vary and change from year to year. Therefore, MMCI makes no blanket statement or promise of acceptance of credits from any other institution.

If a student is not satisfied with the transfer credits awarded at Mariano Moreno Culinary Institute, he/she can appeal and request a second evaluation by the Executive Director. The results of the appeal are final and communicated in writing.

VETERAN'S CREDIT FOR PREVIOUS EDUCATION OR TRAINING

Students must report all previous post-secondary education and training. The school must maintain a written record that clearly indicates official transcripts have been obtained form all post-secondary institutions that the student has attended, those transcripts have been reviewed and evaluated, and appropriated credit has been granted toward the student's current program, with training time shortened and tuition reduced proportionately, and the veteran so notified.

INTERNATIONAL TRANSFER CREDIT

Students, who wish to transfer from an international institution, should submit an application for admission listing all schools attended with dates of attendance and degrees or diplomas completed or in progress.

All Academic transcripts submitted for evaluation must be certified original documents. Documents in a language other than English must be accompanied by an official English translation. To assist with the transfer credit review process, course descriptions, syllabus and program information should also be submitted.

The Director of Education will follow the same policies for the transferability of credits of international students as domestic prospect students. If a student is not satisfied with the transfer credits awarded at Mariano Moreno Culinary Institute, he/she can appeal and request a second evaluation by the Executive Director. The results of the appeal are final and communicated in writing.

FINANCIAL ASSISTANCE

Financial Assistance is available for those students who qualify. Mariano Moreno Culinary Institute also offers several scholarships, which will be defined every term by the Board of Directors.

Students are responsible for providing all requested documentation in a timely manner. Failure to do so could jeopardize the student's Financial Assistance eligibility. Students who need additional information and guidance should contact the Financial Assistance Office.

PRESIDENT'S SCHOLARSHIP

The President's Scholarship has been established to assist full-time students who have financial needs. Applicants must complete a scholarship application and submit a one or two-page essay describing why they believe they are deserving of this award. The scholarship award is from $500 to $5,000 for each recipient and will be payable to the first billing period after the award is granted. The President will make the selection of the awards in conjunction with the Director of the Program based on the analysis of the applicant's essay, financial needs and overall academic success. . The scholarship award will be valid only for the current enrollment period.

PRIVATE LOANS

Various lending institutions offer loans to help cover the cost of education. A cosigner might be required to meet the loan program's credit criteria. Interest rates may vary and are typically based on the prime rate or the Treasury Bill rate. Contact the specific lender for more information.

CANCELLATION POLICY

Refunds will be based on the total charge incurred by the Student at the time of withdrawal, not the amount the Student has actually paid. Any books, equipment, and/or uniforms that have been issued are nonrefundable.

Three-Day Cancellation: An applicant who provides written or verbal notice of cancellation within three (3) business days, excluding weekends and holidays, of executing the enrollment agreement is entitled to a refund of all of the money paid with the exception of the non-refundable fees.

Students who have not visited the School's facilities prior to enrollment will have the opportunity to withdraw without penalty within 72 hours following the attendance at a regularly scheduled orientation or following a tour of the School's facilities and inspection of equipment.

A Student who cancels after 72 hours but prior to the Student's first day of class attendance or never attend classes (no-show) will receive a refund of all money paid, except for the $50.00 non-refundable Application fee. The only exception is for an international student who is recruited outside of the United States or its territories, received an I-20 from the institution, enters the country, and subsequently cancels prior to the start of class or is a no-show. In this event the institution will retain the $50.00 non-refundable application fee and the $350.00 non-refundable I-20 processing and $100.00 courier fee.

Rejection: If an applicant is rejected for enrollment by the institution, or if a prospective student has his/her visa application rejected, a full refund of all monies paid will be made with the exception of the $50.00 non-refundable application fee. All the external cost to process the I-20 application will not be refunded, including the $350.00 non-refundable I-20 processing fee and the $100.00 courier fee.

Cancellation After the Start of Classes: A student that withdrawals during the drop/add period specified in the Academic Calendar or does not show will be consider as a cancellation by the institution. The student will receive a refund for all monies paid with the exception of the $50.00 non-refundable Application fee.

REFUND POLICY

If the Institution cancels a program/course subsequent to a student's enrollment, the institution will refund all monies paid by the student for that program of studies. If the student agrees, monies may be transferred to the next available start date.

Students who drop individual courses during the drop/add period specified in the Academic Calendar will receive a credit for their tuition and fees as long as the student remains enrolled in the Institution.

Students who wish to withdraw from the Institution after the drop/add period will have a refund calculated based on completion of the term through their LDA.

Procedures:

Students who wish to withdraw from the Institution after the drop/add period will have a to comply with the following procedure:

Provide a verbal or written notice of withdrawal to the Program Coordinator.

Notify the Program Coordinator who will notify the Office of the Registrar.

The effective date of withdrawal will be the last date of attendance (LDA). The office of Finance and Education Department will review the student's records and student's accounts. When determining the number of weeks completed by the student, the institution will consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.

For purposes of determining the percentage of refund, the first week of classes will be considered the start of the quarter term. The School shall make all refunds within thirty (30) days of the date that the School determines that the student is eligible for a refund. Student must claim refunds within one calendar year.

Refunds are processed one of three ways: direct

deposit, check or credit card refund depending upon the method of original payment (if applicable). No cash refunds are available on amounts over $100.

For refunds of less than $100, the Office of the Bursar does not issue checks. It is the student's responsibility to check and contact the Office of the registrar to receive the refund as cash or it may be applied to the student's card as a nonrefundable payment to increased volume during fee payment, this may take additional time. Direct deposit refunds for less than $100 are processed as normal.

Tuition and fees will Refund Schedule:

Student Withdrawal	Percentage of refund of full term charge
During drop/add – first week of class	100 %
From the second week of classes and through - Fifty percent (50%) of the current term	Pro rata portion of tuition for the training period plus ten percent (10%) of the unearned tuition (up to a maximum of $1000).
After - Fifty percent (50%) of the current term	No refund

A cross-comparison of State of Florida and ACCET cancellation and refund policy was made by our institution. MMCI selected ACCET refund policy since it is the most beneficial for the student.

VETERANS BENEFITS- COMPLIANCE WITH 38 USC § 3679(E)

In accordance with Title 38 US Code § 3679 subsection (e), and effective August 1, 2019, this school adopts the following additional provisions for any students using U.S. Department ofVeterans Affairs (VA) Post-9/11 G.I. Bill® (Ch. 33) or Veterans Readiness & Employment (Ch.31) benefits, while payment to the institution is pending from the VA. Within 90 days of the date when the school certifies the student's tuition and fees, following receipt of the student's VA

Certificate of Eligibility, this school will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, students will be required to:

Provide the College with:

- A copy of his/her VA Certification of Eligibility (COE) - A "certificate of eligibility" can also include a "Statement of Benefits" obtained from the U.S. Department of Veterans Affairs' (VA) website; eBenefits; OR
- An approval letter for chapter 31 benefits, such as a VAF 28-1905 form

ACADEMIC INFORMATION

UNIT OF CREDIT

Mariano Moreno Culinary Institute measures academic progress using the Quarter Credit Hour system. Courses may combine two or more formats of instruction, which are: lecture, laboratory and externship. A Quarter Credit Hour represents an institutionally established equivalence of work or learning outcomes, verified by evidence of student achievement that reasonably approximates not less than:

A) One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for 10-12 weeks, or the equivalent amount of work over a different amount of time; or

B) At least an equivalent amount of work as required in paragraph A) of this definition for other academic activities as established by the institution including laboratory work, internships, and other academic work leading to the award of credit hours.

The standard conversion for Quarter Credit Hours is as follows:

Lecture: 10 hours

Laboratory: 20 hours

Externship: 30 hours

Note: One clock hour equals 50 minutes of directed, supervised instruction and appropriate breaks.

ACADEMIC CALENDAR

Mariano Moreno Culinary Institute begins classes many times throughout the year. Please refer to our calendar in the addendum for specific starting dates. The academic calendar lists start and end dates for classes, in addition to holidays and makeup class meeting dates. Some courses may be scheduled at different times. Students should refer to their detailed schedule for specific meeting times once they have registered for courses.

GRADING SYSTEM

Course grades reflect the student's mastery of the material and skills presented in a course, as well as the student's class attendance. The weighting of the individual components that determine a student's grade is based on the nature of the course (lab and/or lecture) and is delineated by the instructor on the first day of class.

GRADING STANDARDS:

A-	3.7
B+	3.3
B	3.0 = Good
B-	2.7
C+	2.3
C	2.0 = Passing
D	1.0 = Failure
F	0.0 = Failure
W	0.0 = Withdraw from course (no penalty)
I	0.0 = Incomplete (temporary)
WX	0.0 = Withdraw from college
AU	0.0 = Permitted to audit (sit in) a class for review purposes only. A grade is not issued and GPA is not affected. Must have permission from the Registrar, Instructor and Director of Education

DROP/ADD PERIOD

Students who drop individual courses during the drop/add period specified in the Academic Calendar will receive a total refund for the tuition and fees for the course as long as the student remains enrolled in the College.

To drop an individual course or courses but remain enrolled, students must obtain a withdrawal of course(s) form from the Office of Registrar, complete it and file it with the Office of Registrar.

TRANSFER CREDIT TO OTHER SCHOOLS

Students seeking to transfer credits earned at another postsecondary institution to MMCI, or from MMCI to another institution should note that the transferability of credits is at the discretion of the accepted institution.

Mariano Moreno Culinary Institute provides information on the schools that may accept credits for course work completed at the institution towards their program. Please refer to the Department of Education's office to obtain further information regarding the articulation agreements that MMCI has developed in order to facilitate the transfer of credits to other institutions.

Students seeking the transfer of credits to other institutions should request their official transcripts, syllabi, course description or any other required documentation to the Director of Education in writing. The Director of Education will provide the requested documentation in a timely matter to the student or the institution that he/she selected to continue his/her education. However we do not guarantee that credits completed at MMCI will be accepted by or transferable to any other college, university, or institution, and it should not be assumed that any credits for any courses described in this catalog could be transferred to another institution.

ATTENDANCE

Regular classroom attendance is not only an essential ingredient for academic achievement, but is also a fundamental building block for success in the hospitality industry after graduation.

Student attendance is mandatory for all labs. Failure to meet these guidelines will result in a grade of "F" for the course. Only the Director of Education or the Executive Director can authorize exceptions.

The minimum acceptable attendance is an 80% rate for all courses taken by the student. Excessive absenteeism will have an adverse impact on Satisfactory Academic Progress. Students are requested to notify MMCI if they are to be absent and why.

Instructors take class attendance daily and the students' attendance percentages are tracked by the Academic Department. Is a student arrives to a schedule class or has an earlier departure that is 15 minutes or more, it will be recorded as a tardiness by the instructor.

Students who are absent from all courses at MMCI for more than 14 consecutive calendar days (excluding holidays, breaks, and emergency closures due to unforeseen circumstances such as weather) will be dismissed from the school.

The following policies and sanctions will apply for all courses:

Tardiness	Sanction
15 minutes	Tardiness or early departure
More than 15 minutes	Absence
2 tardiness of 15 minutes	1 Absence
6 tardiness	Referral to Academic Department

Number of classes of an specific course	Absences	Sanction
7 - 10 classes	1	Full course exam
	2	Re-take the course
11 - 20 classes	2	Full course exam
	3	Re-take the course
21-30 classes	2	Full course exam
	3-5	Lower final grade by one letter
	6	Re-take the course

The student's attendance record will be retained in the veteran's file for USDVA and SAA audit purposes..

MAKE-UP WORK AND EXAM RETAKE

Make-up work may be completed to make up for assignments, exams, or other course content missed

during classes. The make-up work must be arranged between the student and the instructor. Make-up time must be comparable to the content, time, and delivery of the classes missed. Make-up work may include, but is not limited to, the assignment of additional homework or other assignments comparable to the content covered during the delivery of the class missed. All make-up work must be completed within 7 days after the course ends. Students cannot use Make-up work to make up class attendance hours missed.

Missed class time is counted toward the total class hours missed.

Students who have to make up a course for any reason must make arrangements to re-register for the course. Doubling up on courses is strongly discouraged, but may be permitted under the following conditions:

1. The courses being considered are not both laboratory courses—cooking, baking, pastry, or table service.
2. The student has a minimum grade point average of 2.0 and is not on academic probation.
3. The enrollment in the makeup course does not exceed the maximum allowable class size.
4. The course schedules do not conflict.
5. There are no non-laboratory prerequisites.

Students who fail a course twice must obtain written permission from the Director of education to take the course.

SERVSAFE EXAM RETAKE

The ServSafe® Certification Examination is given as a final exam consisting of 90 multiple-choice questions; the exam is recognized by 95% of jurisdictions that require or encourage food safety certification. The certifying body is the National Restaurant Association Educational Foundation, which provides a number of different versions of the secured exam.

Exams in Spanish, Korean, Japanese, Chinese, and French Canadian are available, but requests must be made by the end of the first full week of the student's ServSafe class in order to make the accommodations.

A certification exam score of 70% or better is required to pass the exam and become certified. Students who score below 70% will be given an Incomplete (I) for the ServSafe course and are required to retake the exam within four weeks. To be eligible to retake the exam, the student must have an average of at least 65% in the course.

Students who fail the exam a second time will have their Incomplete (I) changed to a Failure (F) and they will have to retake the entire ServSafe course. This is likely to result in a delay in leaving for externship.

No more than four attempts to pass the exam are allowed in a year, and a 60-day waiting period is required between the second and third attempt (the 60 days includes the retaking of the course) and again between the third and fourth attempt. After the fourth attempt, the examinee must wait another full year before he or she is eligible to retake the exam a fifth time.

Students will be charged $100 for exam retakes.

CULINARY AND BAKING & PASTRY PRACTICAL RETAKE

Students in the degree programs who remain unsuccessful at passing either the culinary or baking and pastry practical examinations will have to schedule an appointment with the Director of Education to determine if the student is allowed to retake the exam or requires the completion of remedial work.

If a student does not pass on his or her third attempt, the student will be required to meet with the Academic Standards Committee, which may or may not require the student to take a leave of absence in order to gain additional culinary or baking and pastry skills.

Students who remain unsuccessful at passing the culinary practical examination after their third attempt will not be allowed to register for a subsequent attempt until they have met with the Standards Committee. The Committee may require the completion of remedial work before allowing the student to register for any subsequent attempts. This may require the student to withdraw in order to complete the work off campus. The student affairs manager will notify students when they are required to meet with the Standards Committee.

On their first attempt to retake an exam, the students will be charged $100 for the written exam and $150 for the practical exam.

On their second attempt to retake an exam, the student will be schedule with a private instructor and will be charged $200 for the written exam and $300 for the practical exam.

The final opportunity to retake and exam will be an 'out of schedule' date that should be coordinated with the Academic Director and the student will be charged $400 for the written exam and $600 for the practical exam. The Academic Director might require that the student take some private tutoring lessons before the final attempt.

LEAVE OF ABSENCE

The following conditions may be considered: A student may be granted Leave of Absence if the student requests such leave in writing, by completing a LOA request form with their signature and date, under the following conditions:

- Medical (including pregnancy)
- Family Care
- Military Duty
- Jury Duty

The total time requested off must not exceed 180 days (cumulative) within a 12 month period. Failure to return from an approved leave of absence may have an impact

on loan repayment, including exhaustion of some or all of the grace period. Students receiving an LOA may not receive further financial aid disbursements until returning to active status. Exceptions can be granted with approval of the General Director of the Mariano Moreno Culinary Institute.

PRIVACY OF EDUCATION RECORDS

The Family Educational Rights and Privacy Act ("FERPA") is a U.S. federal law that protects the privacy of student education records and gives students who reach the age of 18 or attend a postsecondary institution the right to inspect and review their own education records.

FERPA grants students at the U.S. campuses the following rights with respect to education records:

1. The right to inspect and review his or her education records. A student may inspect and review his or her education records after submitting a written request to the school official responsible for the record. The school official will make arrangements for access and notify the student of the time and place where the education records may be inspected within 45 days of receiving such written request.

2. The right to request an amendment of his or her education records that he or she may believe are inaccurate, misleading, or otherwise in violation of his or her privacy. A student may ask a school official to amend a record that he or she believes is inaccurate, misleading, or otherwise in violation of his or her privacy. The student must provide the appropriate school official with a written statement clearly identifying the part of the education record he or she would like changed, and specify why it is inaccurate, misleading, or otherwise in violation of his or her privacy. The school official who receives the request for amendment must decide within a reasonable period whether corrective action consistent with the student's request will be taken. Mariano Moreno Culinary Institute may either amend the education record or decide not to amend the education record. If the school decides not to amend the education record, the appropriate school official will notify the student of the decision and advise the student of the right to a hearing to challenge the information.

3.The right to consent to disclosure of personally identifiable information contained in his or her education records. Mariano Moreno Culinary Institute does not release information from a student's education records without the student's written consent unless such disclosure is permitted under FERPA.

One of the permitted exceptions to the consent to disclosure requirement is to a school official with a legitimate educational interest.

A school official is a person in an administrative, a supervisory, an academic, or a support staff position, or a law enforcement official employed by the school, a trustee; a person or company under contract to or acting as an agent for the school to provide a service instead of using a employee or official, such as an attorney, an auditor, a consultant or a collection agent; or a student serving on an official committee or assisting a school official in performing his or her task. A school official is deemed to have a legitimate educational interest when the information requested is necessary for that school official to (a) perform appropriate tasks that are specified in his or her position description or by a contract agreement; (b) perform a task related to the student's education; (c) perform a task related to the discipline of the student; or (d) provide a service or benefit relating to the student or the student's family such as health care, counseling, job placement, or

financial aid.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by MMCI to comply with the requirements of FERPA.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office U.S. Department of Education 600 Independence Avenue SW Washington, DC 20202-4605

Please note: In accordance with FERPA, MMCI may disclose at its discretion the following directory information without the student's consent: name, permanent address, campus box number, dates of attendance, degrees and/or certificates received with date, campus e-mail address, photographs, academic program, awards or honors, or enrollment status. A student may opt out of disclosure of directory information by completing the Request to Prevent Disclosure of Directory Information in the Academic Information Release Form within two weeks of their start date at the MMCI.

All questions in reference to FERPA should be directed to the Academic Department.

STANDARDS OF SATISFACTORY ACADEMIC PROGRESS

Each student enrolled at Mariano Moreno Culinary Institute must demonstrate that he or she is making satisfactory academic progress toward the completion of his or her chosen program of study.

Satisfactory academic progress is defined both with a quantitative and qualitative criteria that must be met. A student who is failing to meet this criteria at any point outlined below will not meet the standard of "Satisfactory Academic Progress". Any of three remedies may be applied if a student is not making Satisfactory Academic Progress. These are as follows: academic probation, restricted class load status and/ or termination from the program of study.

QUALITATIVE CRITERIA FOR SATISFACTORY ACADEMIC PROGRESS

A Student must comply with the following three criteria in order to make Satisfactory Academic Progress:

A. Demonstrate a minimum overall cumulative grade point average of 2.0 at the end of each evaluation period.

B. Obtain a minimum of C = passing on each course selected for the program of study.

C. Complete a minimum percentage of coursework (80% of hours attempted) on each course.

QUANTITATIVE CRITERIA FOR SATISFACTORY ACADEMIC PROGRESS

A student must progress through the program at a pace that will ensure successful completion within 1.5 times the program's length. In order to meet this standard, all students must earn 67% of the credit hours attempted on each quarter.

INCREMENTS FOR EVALUATION

Each program is divided into evaluation periods or increments, based upon the published program length. In order to ensure that students are informed of their progress on a regular and timely basis, evaluations for academic purposes are conducted as follows:

Interim Progress Reports:
Student progress will be measured prior to the completion of 25% of the first academic year, which often occurs during the first term. Students who have attempted between 3 and 11.5 credits are expected to maintain a grade point of at least 2.0, and an Incremental Completion Rate (ICR) of at least 50%. Students achieving below these marks must meet with the Director of Education and will be subject to an academic improvement plan.

STANDARDS OF ACADEMIC PROGRESS FOR VA STUDENTS

Students receiving VA educational benefits must maintain a minimum cumulative grade point average (CGPA) of 2.0 each term.

A VA student whose CGPA falls below 2.0 at the end of any term will be placed on academic probation for a maximum of tow consecutive terms of enrollment. If the VA student's CGPA is still below 2.0 at the end of the second consecutive term of probation, the student's VA educational benefits will be terminated.

A VA student terminated from VA educational benefits due to unsatisfactory progress may petition the school to be re-certified after attaining a CGPA of 2.0..

WARNING AND PROBATION

At the end of each quarter term after grades have been posted, each student's CGPA is reviewed to determine whether the student is meeting the above requirements. A student will be placed on Warning immediately after the first term in which the CGPA falls below the values specified in the Standards of Satisfactory Academic Progress. At the end of the next term, if the student meets the minimum standards will be removed from Warning and return to satisfactory status.

If a student continues to fail the above requirements after being placed in Warning, will be required to submit an appeal following the established procedures. If the appeal is approved, the student will be placed in probation.

RESTRICTED COURSE LOAD

A student who, during the term of probation, still does not earn a "C" in every course or a 2.0 cumulative GPA is required to meet with the Director of Education or Program Director to determine whether a reduced course load may be appropriate for the student. If the Academic Department determines that a reduced course load may be favorable for the student, then the student may register the next term for only half of the number of credit hours normally taken by a full-time student. If, during the term in which the student is on Restricted Course Load, the student still does not earn at least a "C" or better in all courses and earn a cumulative grade point average of 2.0, then the following term, the student must register only for those courses in which he or she did not receive a "C" or better. If, during that term, the student still does not earn a "C" or better for those courses, he or she will be terminated from the program of study and suspended from the institution.

APPEALS

Appeals regarding academic suspension, warning or probation can be made to the Academic Appeals Committee if extenuating circumstances exist. The petition for appeal for academic or disciplinary actions should be in writing and be presented within thirty days (30) of the academic suspension.

A student that is seeking an appeal should present substantiating documentation including a definite statement as to why he/she failed to meet SAP standards and what has changed in his/her situation that will allow him/her to meet SAP standards at the end of the next SAP evaluation.

A student should request an appointment with the Academic Director to develop an Academic Plan, detailing the courses that had been completed, are in progress and are needed for the academic program. The Academic Plan needs to be presented with the written request for appeal and supporting documentation.

A student may appeal only once and the decision of the committee is final. The Academic Appeals Committee will provide a written response to the student within 30 days (30) from receiving the appeal request.

A student, who successfully appeals while on Probation status, will be evaluated at the end of the second term of monitoring. If the student meets the minimum standards will be removed from probation and return to satisfactory status. If the student continues to fail the required standards, will be placed on Dismissal Status and dismissed from the institution.

Notification of academic dismissal will be in writing. The Code of Conduct section of this catalog describes other non-academic reasons that could lead to student dismissal from the institution.

Unresolved conflicts may be filed with the Commission for Independent Education at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400. Phone: (850)245-3200. For more information visit: http://www.fldoe.org/policy/cie/file-a-complaint.stml.

In the event that a student has exercised the institution's formal student complaint procedure, and the conflict is still unresolved, the student has the right to submit a letter of complaint to ACCET. Must be done by written mail to 1722 N Street,NW. Washington, DC 20036, or by Email to complaints@accet.org.

GRADUATION REQUIREMENTS

To be eligible for graduation , a student must have earned a minimum of a 2.0 CGPA and have completed all the required coursework for their major are eligible for graduation. Students must also be current on all financial obligations in order to receive official final transcripts.

Total credits required to complete each degree program are listed in this catalog. In addition, students must complete the required courses for the catalog in effect the date they were enrolled, or any catalog after that date.

Application for graduation must be made to the Office of the Registrar and pay a graduation fee. Students who have applied for graduation but do not meet the minimum requirements will receive a letter within five (5) working days after the Application for Graduation with specific information about their progress to date, and any remaining requirements that must be met.

TUITION AND FEES

The following tuition and fees schedule is effective for the 2025–2026 academic year. Tuition and fees are subject to change annually.

- **Certificate in Culinary Arts (1 year):**

Total Tuition: $18,000
Admission fees:..... $50
Books & Supplies: $1,800

- **Certificate in Pâtisserie and Baking (1 year):**

Total Tuition:..... $18,000
Admission fee: $50
Books & Supplies: $1,800

- **Associate in Culinary Arts (2 years):**

Total Tuition: $48,750
Admission fee: $50
Books & Supplies:..... $4,800

- **Associate in Pâtisserie and Baking (2 years):**

Total Tuition:..... $40,300
Admission fee:..... $50
Books & Supplies: $4,000

The annual tuition, books and supplies charges will be applied to the student account on each year he/she is enrolled at our institution based on the selected program of studies This nonrefundable fee, which is uniformly charged, is required of all first-time students for orientation and term start activities. It is charged to students who start during the fall, winter or spring term.

EXTENSION STUDENTS

Tuition rates are billed based on the number of quarter credit hours scheduled. Tuition is applicable to all students, including those on approved off-campus programs, including study abroad and internships.

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 based on the required amount of credits for each program. Students that wish to carry more credit hours will be charged for each quarter credit over the required amount.

When repeating courses already attempted, students may be assessed a fee for those courses. Students are assessed tuition upon course registration each term. Summer is considered a separate term.

ENGLISH AS SECOND LANGUAGE (ESL)

Mariano Moreno Culinary Institute welcomes international students and visitors from other countries where English is not the primary language. In order to provide the best learning experience to our students we offer all the programs in English and Spanish.

MMCI has partner with several training providers for English as a Second Language (ESL) at a discounted price for those students that are enrolled in a program of studies in Spanish but would like to improve their knowledge of English.

The ESL program is an elective program that is highly recommended for foreign students that are not yet proficient in English and would like to gain skills and adjust to their new surroundings, both academic and social. They will develop their writing skills, communications skills, self-expression as well as spoken fluency and pronunciation.

The Students Service office can also help students find the best program available at other Independent Schools in the State of Florida that could cover more specific needs for students with advanced proficiency that need one on one instruction..

BOOKS AND SUPPLIES

The cost of books and supplies is approximately $1,800 per academic year. This estimated fee includes knifes or baking kits ($100), two uniforms ($200) and the books and materials for all the courses. The school will provide the necessary supplies at the commencement of each course. The books and supplies fee will be applied to the student's invoice depending on the program of studies.

Mariano Moreno Culinary Institute reserves the right to make any changes in tuition, fees, curriculum or any phase of its program where it is the opinion of administration that the students or the college will benefit. The school will communicate such changes with direct correspondence.

TECHNOLOGY REQUIREMENTS FOR ONLINE/ HYBRID COURSES

At MMCI all new students are provided with their username and password to access the online/IDL classes that are part of their curriculum of studies. This unique username will allow access to the schedule courses at Moodle LMS platform.

All online/IDL courses require access to the Internet either using your computer, cellphone or tablet with a high-speed Internet Service Provider. A webcam and a headset or microphone are required to verify attendance and class participation.

PAYMENT OPTIONS

I. ANNUAL PAYMENTS

The student may make one payment in full for the entire academic year. Students are responsible for paying all charges in full or making appropriate arrangements by the published due dates on each term.

II. TERM PAYMENTS

Students may choose to make three payments a year, which are payable by the publicized due dates established prior to each term. Please refer to the Academic calendar for specific dates.

III. MONTHLY PAYMENTS

Students may choose to pay the annual amount due in convenient monthly payments. This option is available at the Office of the Registrar through a Monthly Payment System. There is an enrollment fee to participate. Many such plans are essentially interest free, but some accounts may incur late fees, reinstatement fees or other fees. Students interested in this option must pay the first payment, in addition to the enrollment fee, by the published due date of the corresponding term.

All students must fulfill their financial obligations to the Mariano Moreno Culinary Institute by the published due date on each year's calendar. All off-term entrants must meet the financial obligation by the published date for that term. Late charges of ten (10%) percent or one hundred ($100.00) dollars will be added to any bill ten (10) days overdue.

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

- Make a full term payment
- Contact the Office of the Registrar to apply for a monthly payment system and pay the first monthly payment, as well as the enrollment fee
- Have an approved loan that covers the annual balance
- Have an approved payment plan with Student Academic & Financial Services using a combination of the above options

Your acceptance to enroll for the 2025-2026 academic

year may be revoked if you do not fulfill your financial obligation by the published due date.

STANDARDS OF APPEARANCE

Students in Culinary Arts or Baking and Pastry Arts taking major courses have a kitchen dress code and a dining room dress code, depending on where a student is assigned on a particular day. Acceptable jewelry includes wedding bands, emergency medical bracelets and wristwatches; there are no exceptions.

Students are expected to maintain personal grooming standards while handling food. Hair restraints, shaving daily, clean uniforms, use of deodorants and hand washing are required. Students not in compliance will receive an absence for the day. The kitchen uniform consists of white chef's jacket, checkered pants, white cloth chef's hat, black work shoes and blue apron. The dining room uniform consists of white collared dress shirt, black bow tie, black dress slacks or skirt for women, black dress shoes and all appropriate hosiery.

CODE OF CONDUCT

Students enrolled at Mariano Moreno Culinary Institute are expected to conduct themselves as responsible individuals at all times while participating in any course or college activity or event, and while representing the institution either on or off campus.

Students are subject to the policies and procedures of the college during their period of enrollment, and the institution reserves the right to take disciplinary action in accordance with the Student Disciplinary Action policy if a student has violated any provision of the Student Code of Conduct.

Attendance at this institution is a privilege, not a right; therefore, students whose behavior may be detrimental to other members of the community may be officially warned, sanctioned through an informed process, suspended and/or dismissed from the institution.

Behaviors that infringe the educational process or the institution's Code of Conduct include but are not limited to the following:

DRUG- FREE ENVIRONMENT

No student shall consume or possess any alcoholic beverages, unlawfully manufacture, distribute, dispense, consume or possess controlled substances, or be under the influence of such substances on any facility owned or operated by the institution, or at any sponsored event or activity either on or off campus. This includes but is not limited to learning trips, internship experiences, practicum assignments, or any off campus sponsored gathering of students. The only authorized exceptions are wine tasting in the classroom, supervised tasting of alcoholic beverages during class or beer production.

ACADEMIC DISHONESTY, CHEATING OR PLAGIARISM

No student shall attempt, engage in, or aid and abet behavior that, in the judgment of the instructor of the class, is construed as academic dishonesty. This includes, but is not limited to, cheating, plagiarism or other forms of academic dishonesty such as those examples illustrated immediately below.

Examples of cheating include, but are not limited to, unauthorized acquisition of tests or other academic materials and/or distribution of these materials, unauthorized sharing of answers during an exam, use of unauthorized notes or study materials during an exam, altering an exam and resubmitting it for re-grading, having another student take an exam for you or submit assignments in your name, participating in unauthorized collaboration on coursework to be graded, providing false data for a research paper, using electronic equipment to transmit information to a third party to seek answers, or creating/citing false or fictitious references for a term paper. Submitting the same paper for multiple classes may also be considered cheating if not authorized by the instructor.

Examples of plagiarism include, but are not limited to, any attempt to take credit for work that is not your own, such as using direct quotes from an author without using quotation marks or indentation in the paper, paraphrasing work that is not your own without giving credit to the original source of the idea, or failing to properly cite all sources in the body of your work. This includes use of complete or partial papers from Internet paper mills or other sources of non original work without attribution.

DISCRIMINATION OR HARASSMENT

No student shall engage in discrimination, harassment or retaliation of another student, instructor, staff member or trustee of the college as defined and prohibited by the institution's policy or state and federal laws.

DISRUPTIVE BEHAVIOR

No student shall behave in a manner that is materially disruptive to the learning environment or that endangers or infringes upon the rights and/or safety of themselves or other students or staff. Any obstruction or disruption of an educational process, administrative process or other college function is prohibited.

No student shall deposit, dump, litter or otherwise dispose of any refuse on college property, except in duly designated refuse depositories.

No electronic communication device shall be used in a manner that causes disruption in any instructional, learning or activity setting, during any class, or within any college-owned, college-operated, or college-utilized facilities. This includes, but is not limited to, abuse of cellular or other electronic devices.

Students are required to observe the safety rules of any classroom, laboratory or other college premises, whether such procedures are written or oral rules or directions. This shall include, but not be limited to, the wearing of any required personal protective equipment and the following of prescribed methods and procedures for handling and disposing of certain materials which may be hazardous, unstable, infectious, etc.

Students shall not engage in the theft of or damage to property belonging to another person or the college. This includes tampering with coin-operated machines, defacing of public property and relocating of campus property without proper authorization.

STUDENT DISCIPLINARY ACTION

The college shall determine the appropriate disciplinary action(s) based on the type and severity of behavior or violation committed. It is not required for the college to follow the listed disciplinary actions in any order or sequence.

Types of Disciplinary Actions:

Warning: An opportunity for a student to be given a clear directive, written or verbal, to change/modify behavior in lieu of an official disciplinary action being imposed.

Probation: A period of time during which the privilege of continuing in student status is conditional. The conditions may include, but are not limited to, loss of privileges to which a current student would otherwise be entitled, and an acknowledgment by the student that any additional violations of the Student Code of Conduct may result in more serious sanctions.

Suspension: Separation of the student from student status from a class, a program, a college activity or event, or any college-owned, college-operated, or college utilized facility for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.

Emergency Suspension: The Director of the Academic Program or designated party may immediately impose an emergency suspension in the event that a student's continued presence in a class, program, activity or event, or on any college-owned, college-operated, or college-utilized facility poses a significant danger to themselves or others, and/or there is reasonable cause to believe that such an emergency suspension is required to protect lives or property and to insure the maintenance of order.

Expulsion: Permanent separation of the student from student status from a class, program, activity, event, or any college-owned, college-operated, or college-utilized facility.

PROCEDURES FOR FILING AND REVIEW OF A STUDENT DISCIPLINARY COMPLAINT

If the student disagrees with the disciplinary actions that were imposed based on his/her misconduct, he/

she may appeal the outcome by requesting a formal hearing before the Hearing Commission.

All appeals must be submitted in writing to the Office of Student Ethics within ten (10) calendar days after the date printed at the top of the decision letter. If no written request for a hearing is received, the sanction shall be imposed and the action considered final.

If you request a hearing before the Hearing Commission, you will be notified of the specific time, place, and charges brought against you by the Dean of Students. You will be able to read all reports about the incident and will be provided with a list of people who may be called as witnesses.

If you plan to present witnesses at the hearing, you must prepare a list of the witnesses and submit the list to the Dean of Students no later than seven (7) calendar days before the hearing.

You are required to be present at the hearing and are entitled to present witnesses and to question witnesses.

Decisions from the Hearing Commission are final.

STUDENT SERVICES INFORMATION

Mariano Moreno Culinary Institute offers a variety of services to assist each student in preparation for graduation. Students are encouraged to discuss academic as well as job-related concerns with the Director of Education and the Student Services team, and/or faculty.

This team's goal is to support students in their efforts to develop and maximize their talents, empower them to direct their own learning and lead them to pathways of success. The Student Services staff is available on a daily basis to assist students with financial assistance, employment assistance, and academic advisement.

The Student Service Department provides guidance and advice to students, offering a series of personal and career-related counseling. Our goal as a College is to provide a safe and healthy environment where students can focus on learning and developing their skills. After graduation this department will monitor our alumni in the work field, helping them develop their career goals and networking in the culinary environment internationally.

LIBRARY CENTER

Our Library Center is an information center committed to facilitating all the necessary material to support our curriculum and assist students to attain their educational goals. The collection includes current titles, relevant periodicals, reference materials and professional journals to serve both our students and faculty. Students will have the option of purchasing the require textbooks for each course at the school bookstore or access them through our Library Center. When a student registers for a course, the course registration will display whether there is a digital resource available or whether paper textbooks are required for each particular course. Students have access to the Library Center from their campus location. The Office of the Register controls access to the Library Center. Students are responsible for reading our Library Manual publication that describes the media, access to materials, and their rights and responsibilities related to the Library Center. Further assistance is available at our school.

PUBLIC LIBRARY ACCESS

The Miami Dade Public Library Branch in Shenandoah is located three blocks from our school and we recommend that all freshman students sign up for a Library card. All Library information will be available during your orientation program on the First Day of Class.

Your Library Card offers access to a world of books, enabling you to borrow from a collection of four million items, and gain access 24/7 to a wide variety of databases and information from any computer. The Miami Dade Library System has 48 branches at your convenience.

COUNSELING SERVICES

The Student Service Department provides referrals for personal counseling services as well as group counseling. Students having difficulty with any aspect of college life are encouraged to make an appointment.

TUTORING SERVICES

Student Tutoring Services is designed to provide individualized attention that facilitates student learning and academic success. Our tutoring services are available at Mariano Moreno Culinary Institute for all courses offered. Tutors will help you develop skills and confidence to become a stronger, more independent learner. Students who request these services might receive additional handouts, reference materials, extra curricular homework and other resources.

If a student desires to request the tutoring services, he/she will schedule an appointment with the Director of Education to discuss their educational goals and difficulties and develop a tutoring plan.

STUDENT HEALTH AND ACCIDENT INSURANCE

All degree or non-degree students taking credit hours must show proof of coverage by a health and accident insurance plan for the terms enrolled during the academic year. This does not include the summer term. Insurance brochures are available at several locations throughout the school.

Refer to the insurance brochure for a definition of the effective date of coverage, policy limits, policy termination and the opportunity to continue coverage over the summer.

EXPERIMENTAL EDUCATION & CAREER SERVICES

During the admission interview, prospective students are advised of the many career paths that are available to them upon graduation. The Department of Student Services and Placement acts as a liaison between students and employers. Mariano Moreno Culinary Institute is constantly networking with employers and promoting our students.

The Student Services department offers several services to students to assist them with employment opportunities. Those include resume writing, interviewing skills and professional networking techniques.

Internship opportunities are also available for students during their last term. This program is designed to provide eligible students with practical work experience in their chosen field of study while they earn academic credit for the experience.

Mariano Moreno Culinary Institute will assist students with employment but cannot guarantee job placement. Employment and internship decisions are outside the control of the Institution. Completing a course or program in a language other than English may reduce employability where English is required.

PROCEDURES FOR THE INTERNSHIPS

All students must complete an internship in order to graduate. The length an requirements for the internship might vary depending on the program of studies.

The goal of this internship is to expose the student to a supervised work experience designed to expand career knowledge while increasing speed, timing, organization, and ability to handle cooking or baking and pastry creation in an approved commercial food service and hospitality establishment.

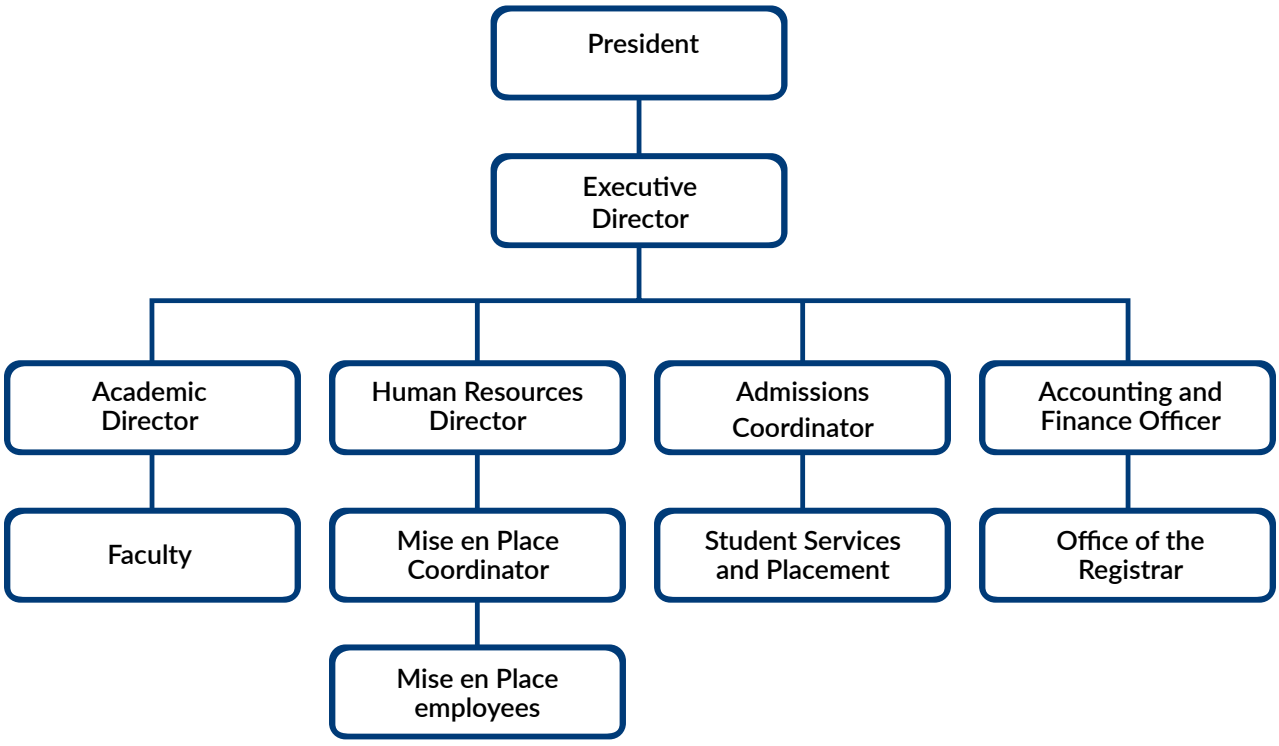
Mariano Moreno Culinary Institute had developed several agreements with hotels, restaurants and culinary establishments in order to provide a variety of internship options for our students.

Students will have to schedule a meeting with the Internship Coordinator at least 90 days before his last day of classes. The Internship Coordinator will help the student select the establishment that provides the best learning experience for the student based on his/her academic objectives and outcomes. The student and the Internship Coordinator will review the Internship Handbook that must be signed and accepted by the student.

While the student is on externship, he/she will receive feedback from their supervisor and a final evaluation will be provided at the end of the experience

INTERNATIONAL STUDENT SERVICES

Mariano Moreno Culinary Institute can assist international students to adhere to USCIS regulations, maintain their student or visitor visa status and access all the benefits permitted by their visas. Our Student Services team can also provide information about tax and other immigration issues that might affect our students.



This chart reflects the institution's organizational chart by department. Refer to the addendum for specific administrators information

STUDY ABROAD PROGRAMS

The culinary workplace is now more diverse and complex than ever before. The study abroad programs will introduce our students to other countries and cultures, and will teach them how to work with a broad variety of people and organizations.

Mariano Moreno Culinary Institute encourages students to include this international experience to their culinary education. We offer several programs at our campuses in Colombia, Mexico and Argentina as well as in other exciting countries in Latin America. Our partnership with the "Paul Bocuse Lyon Culinary Arts Institute" in France also offers an excellent opportunity to expand your culinary knowledge with the best chefs of France and expand your gain a global experience.

Program information and applications are available at the Student Service Department. In addition, guidance about employment or internship programs and counseling is available with the Program Director.

ADMINISTRATIVE STAFF, MAIN AREAS AND FUNCTIONS ADMINISTRATION

The President and Executive Director manage the operation of the College as a whole. They supervise that the activities planned for each calendar year and the strategic plan are achieved.

The Academic Director is in charge of supervising the faculty, scheduling each course and designing the programs for each degree. He or she works closely with the faculty to enrich course content and teaching methodology to enhance the student's learning experience. He coordinates the daily operations for the benefit of the students, instructors, staff and the community.

MMCI Board of Directors is responsible for strategic planning, establishing policies related to programs and services, and oversight of the financial and budgetary operations.

MMCI Board of Directors includes: Roberto Sade, founder of Mariano Moreno over 60 years ago and President of the brand worldwide; Francisco Sade, a renowned chef and educator with work experiences in five countries in Latin America; Monica Lizarralde, chef and instructor with more than 20 years of experience in the food industry; and Victoria Sade, MMCI's Executive Director, with over 10 years of school operating experience.

HUMAN RESOURCES

The Human Resources Department produces the employee handbook and supervises the job performance of the staff. It also coordinates various professional training courses to improve the level of our faculty members.

MISE EN PLACE

The Mise en Place is the heart of our College. Our Mise en Place Director is in charge of procurement of all the materials and raw elements required for the proper dictation of the Institute's daily classes. He or she supervises the employees that prepare all the elements required by the students. He or she is in charge of selecting the best products available, purchasing and stocking, and keeping the high standards of quality that characterizes the College.

ADMISSIONS AND STUDENT SERVICES

The Admissions Department informs prospective students of the benefits of studying in the Institute located in the United States or in other campuses internationally. They will guide students in the process of admissions, financial aid, tuitions and fees and visas if applicable. They will advise each student on the Institute's different programs and help them select the best fit for their life style and career goals.

The Student Service Department provides guidance and advice to students, offering a series of personal and career-related counseling. Our goal as a College is to provide a safe and healthy environment where students can focus on learning and developing their skills. After graduation this department will monitor our alumni in the work field, helping them develop their career goals and networking in the culinary environment internationally.

OFFICE OF THE REGISTRAR

This department keeps students' academic records, transcripts and any other personal information that is part of each student personal file. The office works closely with faculty members and the Academic Director in order to guarantee the satisfactory academic progress of the students and ensure their future development and learning experience.

REASSESSMENT OF CURRICULA

Mariano Moreno Culinary Institute is committed to improve the programs of study and curriculum. Every term a committee of faculty meets with our Academic Director and Director to propose changes in our programs based on the requirements of the hospitality industry and the need of the employment market. If you would like further information about this process, please contact our Academic Director.

FACULTY

Gilles Brun CAP B.T.H

Chef Brun started his culinary career in the prestigious Institut Vatel in France where he graduated as a CAP of Cuisine and BTH of Option Cuisine in 1988. He developed his skills working under the tutelage of chef Pierre Orsi at his two Michelin stars restaurant in Lyon. He continued working in several renowned restaurants in France including the Restaurant Des Peintres (one

Michelin star) under chef Alain Llorca at Cagnes Sur Mer, the Residence de la Pinede (one Michelin star) with chef Herve Quenel at Saint Tropez and La Terrase (two Michelin stars) with chef Cristian Morissete at Jaun Les Pins. For a full list of faculty members and administrators, please refer to the catalog addendum.

In 1994 Chef Brun went to Uruguay to Cumbres de la Ballena Hotel to organize season food festivals with international chefs like Michel Kerever, Remy Giaud, Franchesco Carli, Claude Troisgros. Later on he moved to Argentina where he opened his own restaurant La Provence and started his own television show "Plat du Jour" at the El Gourmet TV channel.

Chef Brun joined the Mariano Moreno Culinary Institute in 2003 as a teacher. Over the years his passion and educational skills made him the Academic Director in Argentina. His overall knowledge of international cuisine helped us developed our programs in Colombia and Mexico as he became the International Academic director for Mariano Moreno Culinary School worldwide. Chef Brun is looking forward to meet our students at the Miami campus and help them achieve their career goals as culinary professionals.

For a full list of faculty members and administrators, please refer to the catalog addendum.

FACILITY

Mariano Moreno Culinary Institute Miami Campus is located at 2135 Coral Way in Miami, Florida 33145. The Institution occupies over 7,000 square feet that supports the institution's population, labs and equipment. Physical resources are monitored and evaluated to stay abreast of industry standards.

Mariano Moreno Culinary Institute facilities consist of classrooms for its specialized instructional needs as well as general purposes classroom and administrative offices. Classroom types include: Culinary labs, Pâtisserie and Baking labs, academic classrooms and Showroom classroom. Classrooms are equipped with industry current equipment directly related to the curriculum such as projectors, screens, white boards, ovens, rangers, mixers, vacuum machines, etc.

Mariano Moreno Culinary Institute constantly updates their facilities following the latest technologies available in the culinary industry, providing their students with a premier educational experience.

Mariano Moreno Culinary Institute set a maximum of 25 students in a kitchen lab and 40 students for a lecture class for all programs of study. The maximum student/teacher ratio for a successful learning experience is 1/25 for kitchen lab classes and 1/40 for lecture classes.

CULINARY ARTS

CERTIFICATE IN CULINARY ARTS

720 Clock Hours. 48 credits. 36 weeks

The Certificate in Culinary Arts will provide the student with a practical education in cooking and baking techniques, while giving them the skills and knowledge necessary to succeed in the food service industry. The program provides the student with hands-on training paired with traditional academic courses resulting in a curriculum that is both dynamic and directly aligned with industry needs.

While the Culinary Arts program is grounded in classical European cuisine and techniques, food style and preparation are decidedly international, working with ingredients from countries around the world. Students will be exposed to a cross-cultural spirit and international culinary techniques, which focus on demonstration followed by practical application.

Students are introduced to various cooking and baking techniques and the qualitative aspects of food preparation, including sanitation, identification of products, purchasing and cost control. During the second semester, students will do an internship, participating in actual public food service operations in preparation for their future careers. Possible sites include practicum educational facilities, hotels, restaurants, country clubs, resorts, casinos, spas and food service providers.

Upon completion of the Certificate in Culinary Arts, students will be prepared and qualified to enter the food service industry or to pursue an Associate of Applied Science Degree in Culinary Arts furthering their educational goals and career opportunities. All credits obtained during the certificate program will be transferred towards their following degree.

CORE CURRICULUM REQUIREMENTS

Course Code	Course Title	Credits	Clock hours
CUL1010	Culinary Foundations I	9.0	120
CUL1015	Safeserv	3.0	30
CUL2010	Culinary Foundations II	9.0	120
CUL1025	Purchasing, product identification and cost control	3.0	30
CUL3010	Culinary Foundations III	9.0	120
BAK1010	Introduction to Pâtisserie	9.0	120
REST50	Restaurant Rotation	6.0	180
	Total Credits	48	720

ASSOCIATE OF APPLIED SCIENCE DEGREE IN CULINARY ARTS

1750 Clock Hours. 130 credits. 88 weeks

The Associate in Applied Science (A.A.S.) in Culinary Arts provides students with practical education in food production while achieving academic success, providing them with the skills and techniques required in the food industry at a professional level.

While the Culinary Arts program is grounded in classical European cuisine and techniques, food style and preparation are decidedly international working with ingredients from countries around the world. Students will be exposed to a cross-cultural spirit and international culinary techniques, which focus on demonstration followed by practical application.

The focus of the first-year culinary lab classes is development and practice of cooking and baking skills, complemented with the qualitative aspects of food preparation, including sanitation, identification of products, purchasing and cost control, nutrition and sensory analysis. In addition to this curriculum the students will learn dining room procedures, etiquette and communication skills in order to cultivate and master the art of serving and presenting their creations.

The second year focuses on courses emphasizing on advanced techniques in food and pastry production and presentation. Courses provide students with the necessary knowledge in menu creation and implementation, food and beverage control, bar tending and management techniques. Students will explore the cultural and historical influences that have affected modern cuisine.

During the second semester, students will do an internship, participating in actual public food service operations in preparation for their future careers. Possible sites include practicum educational facilities, hotels, restaurants, country clubs, resorts, casinos, spas and food service providers. General Education, an important aspect of higher learning and a valuable asset in today's highly competitive world, is represented by general education coursework designed to ensure that students have the cognitive abilities crucial to their success in the workplace.

The focus of this program is to cross train students in cooking and baking and to introduce student to skills and techniques that will give them the greatest flexibility in the job market and future promotions.

After completion of the Associate of Applied Science Degree in Culinary Arts students are welcome to take the American Culinary Federation examination in Cooking and Baking to achieve the level of certified Cook and or Baker.

CORE CURRICULUM REQUIREMENTS

Course Code	Course Title	Credits
CUL1010	Culinary Foundations I	9.0
BAK1010	Introduction to Pâtisserie	9.0
CUL1015	Safeserv	3.0
CUL1025	Purchasing, product identification and cost control	3.0
CUL1035	Essential of dining room	3.0
CUL1045	Nutrition and sensory analysis	3.0
CUL2010	Culinary Foundations II	9.0
BAK1030	Introduction to Baking	6.0
CUL2015	Enology	3.0
CUL2035	Purchasing and stocking	3.0
CUL3010	Culinary Foundations III	9.0
CUL3015	Food and beverage cost control	3.0
CUL3025	Dining room supervision	3.0
CUL3035	Supervisory Management	3.0
CUL4010	Culinary Foundations IV	9.0
CUL4020	New World Cuisine	6.0
CUL4030	Charcuterie and cheese production	4.0
CUL4040	Bar tending and specialized cocktails	3.0
CUL4050	Beer and spirits	3.0
EXTB01	Externship at bar/ restaurant for beverages	6.0
REST50	Restaurant Rotation	6.0
	Total Credits	106

GENERAL EDUCATION REQUIREMENTS

Course Code	Course Title	Credits
ENG1020	English composition	4.0
MATH1002	Culinary Mathematics	4.0
COMM111	Public Speaking	4.0
CULD1300	Cultural Diversity	4.0
HHRR1001	Human Resources	4.0
MAR5208	Marketing	4.0
	Total	24

PÂTISSERIE AND BAKING

CERTIFICATE IN PÂTISSERIE AND BAKING

720 Clock Hours. 46 credits. 37 weeks

The Certificate in Pâtisserie and Baking will provide the student with a practical education in baking and pastry production, through a program of study that builds proficiency and technical skills necessary for success in the baking and pastry sector of the food service industry.

This program includes hands-on teaching of techniques such as different pastry dough elaborations, basic pastry creams, basic cake production and bread production. As students grow more confident, they build up on skills they have mastered in earlier classes to create increasingly complex cakes and desserts dishes and eventually, full dessert menus.

The program is complemented with qualitative aspects of food preparation, including sanitation, identification of products, purchasing and cost control. The Institute offers a comprehensive sequential course of study of the baking and pastry arts fundamentals needed to enter the industry in entry to mid-level positions.

During the second semester, students will do an internship, participating in actual public food service operations in preparation for their future careers. Possible sites include practicum educational facilities, hotels, restaurants, country clubs, resorts, casinos, spas and food service providers.

Upon completion of the Certificate in Pâtisserie and Baking, students will be prepared and qualified to enter the foodservice industry or to pursue an Associate of Applied Science Degree in Pâtisserie and Baking, furthering their educational goals and career opportunities. All credits obtained during the certificate program will be transferred towards their following degree.

CORE CURRICULUM REQUIREMENTS

Course Code	Course Title	Credits	Clock hours
BAK1010	Introduction to Pâtisserie	9.0	120
BAK1020	Viennoiserie and Laminated Dough	3.0	45
CUL1015	Safeserv	3.0	30
CUL1025	Purchasing, product identification and cost control	3.0	30
BAK1030	Introduction to Baking	6.0	80
BAK2010	Classic Pâtisserie	3.0	45
BAK2020	International Pâtisserie, Custards, Fillings and Creams	3.0	45
BAK2030	Platted Desserts	3.0	45
BAK2040	Introduction to Cake Formulas and Assembly Techniques	3.0	45
BAK2050	Advanced Pâtisserie	4.0	55
BAKEX01	Externship	6.0	180
	Total Credits	46	720

ASSOCIATE OF APPLIED SCIENCE DEGREE IN PÂTISSERIE AND BAKING

1410 Clock Hours. 103 credits. 71 weeks

The Associate of Applied Science Degree in Pâtisserie and Baking provides students with practical education in baking and pastry production, while developing professionalism, the ability to work with others and the artistry required as future leaders in the food service industry.

On the first year of the program, students will create pastry dough elaborations, basic pastry creams, basic cake production and bread production. As students grow more confident, they build up on skills they have mastered in earlier classes to create increasingly complex cakes and desserts dishes and eventually, full dessert menus.

During the second year, students will develop their artistry creating sugar and chocolate confections, special cakes, showpieces for competitions and events and finally exploring the vanguard trend of different parts of the world. The completion of the program will culminate with an internship, participating in actual public food service operations in preparation for their future careers. Possible sites include practicum educational facilities, hotels, restaurants, country clubs, resorts, casinos, spas and food service providers.

General Education, an important aspect of higher learning and a valuable asset in today's highly competitive world, is represented by general education coursework designed to ensure that students have the cognitive abilities crucial to their success in the workplace.

The focus of this program is to cross train students in the art of pâtisserie and baking, introducing students to skills and techniques that will give them the greatest flexibility in the job market and future promotions. This program prepares students for entry to mid-level employment opportunities in the professional food service industry and management areas including pastry chef, assistant pastry chef, retail cake decorator, retail pastry chef and baker.

After completion of the degree in Professional Baking and Pastry, students are welcome to take the American Culinary Federations Certified Baking Examination.

CORE CURRICULUM REQUIREMENTS

Course Code	Course Title	Credits
BAK1010	Introduction to Pâtisserie	9.0
BAK1020	Viennoiserie and Laminated Dough	3.0
CUL1015	Safeserv	3.0
CUL1025	Purchasing, product identification and cost control	3.0
CUL1045	Nutrition and sensory analysis	3.0
BAK1030	Introduction to Baking	6.0
BAK2010	Classic Pâtisserie	3.0
CUL2035	Purchasing and stocking	3.0
BAK2020	International Pâtisserie, Custards, Fillings and Creams	3.0
BAK2030	Platted Desserts	3.0
BAK2040	Introduction to Cake Formulas and Assembly Techniques	3.0
BAK2050	Advanced Pâtisserie	4.0
BAK3010	Chocolate and Confections	3.0
CUL3035	Supervisory Management	3.0
BAK3020	Sugar Artistry	3.0
BAK3030	Special Events Cakes	3.0
BAK3040	International Baking	3.0
BAK4010	Frozen Desserts	3.0
BAK4020	Entremets and Petit Gateaux	3.0
BAK4030	Buffet Showpieces Design	3.0
BAK4040	Vanguard Pâtisserie	3.0
BAKEX01	Externship	6.0
	Total Credits	79

GENERAL EDUCATION REQUIREMENTS

Course Code	Course Title	Credits
ENG1020	English composition	4.0
MATH1002	Culinary Mathematics	4.0
COMM111	Public Speaking	4.0
CULD1300	Cultural Diversity	4.0
HHRR1001	Human Resources	4.0
MAR5208	Marketing	4.0
	Total	24

COURSE NUMBERING SYSTEM

Mariano Moreno Culinary Institute uses a course numbering system that consists of a three – or five-letter prefix followed by three-or four numbers and indicates both the area of study and the general freshman or sophomore level of the course.

Courses numbered 1000-1999 are generally taken during a student's first term

Courses numbered 2000 -2999 are generally taken during a student's second term

Courses numbered 3000-3999 are generally taken during a student's third term

Courses numbered 4000-4999 are generally taken during a student's fourth term

Although the course number indicates the general level of study, courses may be completed out of sequence with a student's current study level, upon approval; from the Academic Director. The unit of credit is the term/quarter – credit hour.

Note: This institution reserves the right to reschedule any course that is selected by fewer than ten students. Due to course scheduling and student demand, not all courses are available or offered every term.

COURSE DESCRIPTION

CULINARY ARTS

CUL1010 CULINARY FOUNDATIONS I

Students are introduced to the fundamental knife skills and techniques, understanding commercial kitchen equipment and matching the material used for the technique or food being prepared. They will learn dry, moist and mixed heat cooking techniques while using basic ingredients like dairy, eggs and dry goods.

They will develop the capacity to identify and fabricate meat and poultry products, the preparation of stocks, sauces and soups. Students are introduced to the modern and traditional preparation of Garde-Manger and finally the concept of portion, presentation and completing a plate.

CUL1015 SERVESAFE

This course will develop student's knowledge of industry-accepted standards of food safety and technologies. Students will gain practical experience under the instructor's supervision to observe and grade sanitation practices and overall condition of an ongoing culinary laboratory classroom including purchasing area.

This course emphasizes knowledge of the rules and regulations governing food safety as well as practical application of this knowledge in food service management. This course leads directly to students acquiring a nationally recognized Sanitation Certification.

CUL1035 ESSENTIALS OF DINING ROOM

This course provides the very basic understanding of the Dining Room operations and quality of service that one needs to operate a dining room for success in the food service industry. Etiquette, quality service, positive guest relations and guest check handling are emphasized.

CUL1025 PURCHASING, PRODUCT IDENTIFICATION AND COST CONTROL

Proper selection of inventory and documentation of raw materials are critical to the success of the food service operation. From this lecture and hands on laboratory students demonstrate knowledge of procurement process applicable to the hospitality industry, as well as a working knowledge of culinary mathematics as it applies directly to food costing. Emphasis is placed on profit planning through menu planning, the control cycling and forecasting. Purchasing automation, computerized purchasing and HACCP systems will be explored.

CUL1045 NUTRITION AND SENSORY ANALYSIS

Emphasis is on the fundamentals of nutrition, the function of nutrients and the importance of a well balanced diet. Students will review special diets (low sodium, low fat, low calorie, allergies and vegetarian) as well as the effects of additives and preservatives in food. This course explores the sensory analysis of food for the production of flavorful and nutritional menus.

CUL2010 CULINARY FOUNDATIONS II

This course reinforces the cooking techniques learned and develops the importance of food quality and conservation. Students will be introduced to the European Cuisine techniques and products. They will explore a variety of flat and round fish and other shellfish used in the culinary industry. This class incorporates simple and complex garnishes, decorative techniques, plating and presentation. Students will explore the world of simple and stuffed pastas, rice and grains, with a variety of classical sauces.

CUL2015 ENOLOGY

The emphasis of this class is placed on the art of wine production, understanding the geographical regions of the world and the history of wine. Students will incorporate the sensory analysis necessary to identify the regional and varietal organoleptic differences in wine. The backbone of this course will be constant wine tasting and discussion on the pairing of food and wine.

CUL2035 PURCHASING AND STOCKING

This class stresses the procurement process concentrating on food identification, food specification and evaluation of quality and quantity in food purchasing and stocking. Topics include identification of inventory categories, receiving procedures, legal issues, issuing criteria, storage control, cost controls and pricing strategies. Students will be introduced to computer programs relevant to purchasing procedures.

CUL3010 CULINARY FOUNDATIONS III

In this class students build on the foundation laid in their sophomore culinary foundations courses. They will learn advanced techniques for the treatment of meat and poultry and incorporate game meat and untraditional seafood products. The class reinforces the techniques of braising/stewing, simmering, roasting and develops new classic French techniques like ballottines, paupiettes and confits.

CUL3015 FOOD AND BEVERAGE COST CONTROL

This course is designed to enable the students to study food, beverage, and labor cost controls. The student learns the recipe conversions, menu pricing, food and labor cost percentages and interpretation of profit and loss statement. A working knowledge of culinary mathematics as it applies directly to food cost analysis is stressed, as well as necessary mathematics proficiency required to function effectively in the food service industry.

CUL3025 DINING ROOM SUPERVISION

This intermediate course concentrates on the comprehensive study of dining service operations within the food and beverage industry. Students will be instructed in the art of dining room supervision in both à la carte and banquet environments. Emphasis is placed on menu development, marketing, staff scheduling, production planning and implementation, service and fiscal accountability.

CUL3035 SUPERVISORY MANAGEMENT

One of the most important responsibilities of culinary professionals is managing people. This course reviews the knowledge and behaviors necessary for a supervisor's role. Topics include the central position of a supervisor as a manager, quality management, effective communication, and motivation to workers, evaluating and disciplining employees, effective training strategies and evaluation of change. Also included in this course are the principles of human resources management in the workplace, including planning and delegating.

CUL4010 CULINARY FOUNDATIONS IV

In this upper-level course students will review the concepts learned on the previous culinary foundations classes. The goal of this course is to develop advanced French techniques and preparations. Topics include understanding cheeses and their uses in the gastronomy; preparations with poultry, game meat, variety meat and selecting the proper garnishes; preparation and uses of high end products like foie gras and caviar. Finally, students will be introduced to the buffet and catering cooking techniques and preparation.

CUL4020 NEW WORLD CUISINE

This course will explore the modern trends and techniques in the culinary industry. Students begin studying the ingredients and traditional foods from the North, Central and South American Cuisine and develop advance cooking skills with untraditional techniques. Later in the course, they will be introduce to the molecular gastronomy and avant-garde cuisine, mastering the techniques and uses of liquid nitrogen, emulsifiers, spherification, creating foams and powders and developing the concept of decontructivism in the gastronomy.

At the end of this course students will comprehend the artistic component of culinary activity and how to manipulate the mechanism of aroma release and the perception of taste and flavor to produce modern and original creations.

CUL4030 CHARCUTERIE AND CHEESE PRODUCTION

This course is designed to introduce the art of charcuterie with concentration on various forcemeats, and sausage production, roulades, pâté, galantines and terrines. Students will review several techniques, including curing, drying and smoking. Finally they will produce a variety of fresh and cultured cheeses with a strong emphasis on combining flavors and their different uses on traditional dishes.

CUL4050 BEER AND SPIRITS

This course offers the students an advanced understanding of spirits, liquors, cocktails, beers and mixology to design and supervise a successful bar operation. Students will explore the history and cultural differences that influence the production of beer and develop their creativity in order to produce artisan products. Management topics include bar layout and operations, trend identification and product selection, basic production methods, costing and pricing and inventory methods. The creation of wine lists, beer lists and cocktail menus are also discussed. Responsible Beverage Service is stressed.

CUL4040 BAR TENDING AND SPECIALIZED COCKTAILS

This course will develop the skills for bartending and service of alcoholic and non-alcoholic beverages. Focuses include wine, mixed drinks, coffees and teas, specialty beverages and how a beverage type can identify an establishment. Planning topics include concept, identification of target market and creating a bar business.

EXTB01 EXTERNSHIP AT BAR OR RESTAURANT FOR BEVERAGES

This course is designed to give the student practical experience in the beverage industry, both front and back-of-the-house operations. It is an opportunity to apply their theoretical and practical knowledge in a realistic environment while working with professionals of the beverage industry. Upon completion of this externship, students have a more global understanding of the demands and expectations of the beverage business.

REST50 RESTAURANT ROTATION

The rotation of the restaurant is the final component applied to the Culinary Arts Program. Emphasis is placed on providing hands-on learning to prepare and serve food and beverages. Students apply the skills taught throughout the curriculum by working on restaurant shifts at renowned and prestigious restaurants and hotels.

The Institute has developed agreements with various practical educational facilities operated, field clubs, resorts, casinos, spas and food service providers in Miami for the internship program. Upon completion of this course, students must have the necessary skills to begin their career in the culinary and / or hospitality industries in a mid-level entry position.

PÂTISSERIE AND BAKING

BAK1010 INTRODUCTION TO PÂTISSERIE

This course introduces the techniques and concepts required in the production of pastries and dessert. Students will learn a variety of methods including blending, creaming, foaming and thickening. Students will be introduce to the production of basic building blocks like génoise and sponges, simple fillings like pastry cream, almond cream and frangipane, and will develop their skills in the production of traditional pies and tarts.

BAK1020 VIENNOISERIE AND LAMINATED DOUGH

This course provides students with the knowledge and skills require for the production of laminated dough and classical French Viennoiserie products. Products covered include Danish dough products, croissants, brioches, pain au chocolat and puff pastries. Emphasis is placed on mixing techniques, controlled fermentation, ingredients recognition and hand shaping skills.

BAK1030 INTRODUCTION TO BAKING

This course explores the fundamental concepts and techniques required for the production and presentation of baked products. Students are instructed in the fundamentals of baking science, terminology, equipment, ingredients, weights and measurements, formula conversion and costing of recipes. Products covered include commercially yeasted breads, rolls and savory breads and gluten free products.

BAK2020 INTERNATIONAL PÂTISSERIE, CUSTARDS, FILLINGS AND CREAMS

This course is designed to provide the students with the knowledge and techniques required for the production of puff pastry, mousses, crème bavaroise, meringues and fillings and custards using various ingredients and combinations. Special emphasis is placed on the study of ingredient functions, products identifications for the creation of various classic and original combinations.

BAK2040 INTRODUCTION TO CAKE FORMULAS AND ASSEMBLY TECHNIQUES

This course will introduce students to the skills and knowledge of producing cakes, butter creams and icing. Each student will have the opportunity to gain practical experience in the proper mixing methods, assembling, finishing and decoration of cakes with various fillings and icings.

BAK2010 CLASSIC PÂTISSERIE

This course allows students to continue to develop the technical skills to produce classical French pastries and desserts. The students will have the opportunity to gain practical experience in the production of classics like crème brûlée, éclairs, cream puff, Paris-Brest and other pâte à choux desserts.

BAK3010 CHOCOLATE AND CONFECTIONS

This course introduces students to the principles involved in tempering chocolate, hand-dipped and molded pralines and truffles production, chocolate sculptures and simple centerpieces utilizing different chocolates, fillings and decoration techniques. Emphasis is placed in the techniques of different qualities in chocolates, methods to increase productivity and the use of traditional and contemporary methods in creating confections by hand and with specialized equipment.

BAK2030 PLATTED DESSERTS

This course focuses on the elements of modern dessert consumption, using a variety of traditional and modern plating techniques. Emphasis is placed on developing the skills and knowledge for a complete understanding of all the components of plated dessert production, from the design of a dessert to the flavor, texture, portion and final presentation.

BAK2050 ADVANCED PÂTISSERIE

This course is designed to provide the opportunity for students to develop the knowledge and basic techniques already acquired in the previous patisserie courses and to explore new design concepts and the latest technologies for the assembly of desserts.

BAK3020 SUGAR ARTISTRY

This course is provides students with advanced methods of creating various sugar showpieces and develop skills in decorations made with pastillage, poured, pulled and blown sugar. Through demonstration and practical experience, students will have the opportunity to develop their artistic talents in the creation of candies, showpieces, amenities and centerpieces.

BAK3030 SPECIAL EVENTS CAKES

This course focuses on the concepts, procedures and techniques necessary to produce elaborate celebration cakes. Emphasis is on developing skills in the area of piping and construction using fondant, gum paste, royal icing and various buttercreams. Topics to be covered include comparison of classical and modern preparations.

BAK3040 INTERNATIONAL BAKING

This course builds on the techniques and a principle of baking demonstrated in previous courses and further develops the knowledge of regional and international ingredients used in the production of bread. Production includes a variety of flat breads, cheese breads, sourdough products, pandebono, Irish soda bread, focaccia, and yucca bread among many international products.

BAK4010 FROZEN DESSERTS

This hands-on course builds on the techniques and principles presents in previous dessert production with an emphasis on the production of frozen desserts, ice cream, sorbets and parfaits. Students will explore the science and techniques necessary to produce classical frozen desserts for application in bombes, platted desserts, cakes and entremets.

BAK4020 ENTREMETS AND PETIT GÂTEAUX

This course focuses on the principles of design and advanced techniques of creating entremets and petit gâteaux. Students will develop the skills and techniques for the creation of molded pieces for buffets, display and carts focusing on the products that are classic and contemporary.

BAK4030 BUFFET SHOWPIECES DESIGN

This course is designed to further develop the artistic talent and creativity of the student while creating original pieces for special occasions or competitions. Emphasis is on the planning, designing, and preparation of showpieces and amenities using various sweets and savory mediums like chocolate, pastillage, nougatine and cooked sugar.

BAK4040 VANGUARD PÂTISSERIE

This course will explore the modern trends and techniques in the pâtisserie industry. Students will be introduced to the vanguard and avant-garde concepts and techniques, mastering the uses of liquid nitrogen, emulsifiers, spherification, creating foams and powders and developing the concept of decontructivism in the production of pastries. At the end of this course students will comprehend the artistic component of

culinary activity and how to manipulate the mechanism of the perception of taste and flavor to produce modern and original creations.

BAKX01 EXTERNSHIP

This course is designed to provide students with hands-on experience in both front and back operations working on restaurant, bakery and / or bakery shifts. Students may choose to explore additional sites approved by the school. It is an opportunity to apply your theoretical and practical knowledge in a realistic environment, while working with industry professionals. Upon completion of this course, students must have the necessary skills to begin their careers in the bakery and pastry industries in an entry to middle level position.

ENG1020 ENGLISH COMPOSITION:

This course that emphasizes accepted standards and techniques of expository writing, logical thinking, and reading with literal and critical comprehension. Students are expected to write coherent, unified prose, develop a thesis statement, arrange main ideas and supporting details, and use effective vocabulary, conventional sentence structure, and standard American English grammar and usage

MATH1002 CULINARY MATHEMATICS:

In this class we will learn about mathematics and how they are applied in the culinary arts. Cooking is an art in which the difference between an exquisite dish and one that is not very well prepared is in the correct and accurate measurement of the ingredients, that is, the application of mathematics to carry out the recipe to perfection. We will discover not only the importance of carrying out the measures properly, but also the importance of converting measures from one system to another. Guaranteeing the performance, taste, consistency and cost is extremely related to mathematics. Being able to do accountability, using imperial and metric systems, calculus and algebra in general are qualifications that apply to the business aspect of managing a food establishment.

COMM111 PUBLIC SPEAKING:

Speaking clearly and comfortably in public is a valuable and often essential skill to possess. This course aims to provide you with a basic background in the theories and principles of public speaking, as well as practical experience with the basic types of speeches. Chefs and pastry chefs usually participate in food festivals, cooking demonstrations or interact with their clients where being able to communicate their message is extremely important. An effective presentation includes good content, organization, delivery, audience, and analysis. These are the tools that you will be evaluated on during the course. In addition, the information you will learn will assist you in becoming a more critical consumer of information.

CULD1300 CULTURAL DIVERSITY:

This course provides a comparison of different roles, interests, opportunities, contributions and experiences in social life, specifically in the culinary field. Topics include race, ethnicity, gender, sexual orientation, class and religion. Upon completion, students should be able to analyze how cultural and ethnic differences evolve and how they affect the development of personality, values and their influence on food.

HHRR1001 HUMAN RESOURCES:

This course will present the student with an analysis of the legal, operational, and psychological considerations in recruiting, selecting, hiring, training, compensating, developing, disciplining, evaluating, and terminating employees. Other topics will include workforce demographics, employee illiteracy, substance abuse in the workplace, affirmative action, workers with disabling conditions, workforce stress, human resource planning, collective bargaining, and safety and equity considerations. Students will also analyze cases, solve actual or simulated personnel problems, and investigate successful practices in these areas.

MAR5208 MARKETING:

This course examines our present-day marketing system from a managerial point of view and emphasizes the marketing principles in today's food industry. Subjects covered include consumers, market research and target markets, feasibility analysis, products, promotion, channels of distribution, pricing, international marketing and use of technology in marketing. Understanding the basic principles of marketing is an asset for a chef and provides him flexibility when promoting his restaurant or helping his/her managers in this particular area.

Licensed By the Commission for Independent Education, Florida Department of Education. Additional information regarding this Institution may be obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee FL32399-0400, Toll free telephone (888-224-6684).

*Coral Gables Culinary Institute LLC is a registered corporation in the State of Florida operating under the name Mariano Moreno Culinary Institute. We are governed by an advisory board and headed by a President. The President of the corporation is Roberto Sade

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