

## Requirements for Obtaining a CUL 103 Permit

Please schedule to meet with a Schoolcraft academic advisor to complete the following application. Please note that registration for CUL 103 requires issuance of an electronic permit by an academic advisor. To be issued a permit, you must work with an academic advisor who will verify that the following requirements have been completed.

**Name** \_\_\_\_\_ **Student Number** \_\_\_\_\_

**Complete the following with a Schoolcraft College Academic Advisor:**

**Part A: ADMISSION** CUL 103 is restricted to regularly admitted students. High School Dual Enrollment students are not eligible for CUL 103. Student must be admitted as a regular student.

Student: \_\_\_\_\_ Academic Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

has been regularly admitted to Schoolcraft College

--	--	--

**Part B: ASSESSMENT TESTING** Take an assessment test unless you are exempt (approved by an academic advisor).

Student: \_\_\_\_\_ Academic Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

has taken assessment test or ⇒

is exempt from assessment.

--	--	--

**Part C: PROFICIENCY** Attain the minimum Assessment Scores listed above or successfully complete appropriate fundamental courses to improve your skills. Assessment Test Scores are valid for up to three years.

Minimum Scores:	NGA	SAT (Digital)	SAT (Paper/Pencil)	Overall HS GPA
English/Writing	237+	430+	22+	1.8+
Reading	237+	430+	22+	1.8+
Math	AR=240+ or QRAS=220+	430+	22+	1.8+

Test Scores/GPA	Academic Advisor Signature	Date
English/Writing		
Reading		
Math		

**Part D: ServSafe Certificate** Submit proof of a valid ServSafe Food Protection Manager Certificate earned within the last five years.

Student: \_\_\_\_\_ Academic Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

has current ServSafe Food Protection Manager Certificate (must submit certificate for evaluation)

or will provide current ServSafe Food Protection Manager Certificate (must submit certificate for evaluation) prior to being eligible to apply to the Culinary Program

or completed CUL 102 Culinary Sanitation with a minimum grade of 2.0

--	--	--

**Part E: OBTAIN CUL 103 PERMIT** Once all assessment requirements have been met and any necessary foundation coursework is completed, you must meet with an academic advisor to obtain a CUL 103 permit. This permit will allow you to attempt registration/wait listing for CUL 103. Upon completion of CUL 103 with a grade of 2.5 or above, and submission of a valid ServSafe Food Protection Certificate (earned within five years) you will meet with a representative from the Culinary Arts Department to complete the Culinary Arts Restricted Enrollment Program Change Form. The form will be turned in to the Academic Advising Office who will officially admit you to the Culinary Arts Program.

Student: \_\_\_\_\_ Academic Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

has met requirements for CUL 103 permit ⇒

--	--	--



# Professional Culinary Arts Program Restricted Enrollment Program Change Form

**Please Print:**

Student Name: \_\_\_\_\_  
Last First Middle Initial

Student Number: \_\_\_\_\_ or Social Security Number (last four digits) \_\_\_\_\_

Month and Day of Birth \_\_\_\_\_/\_\_\_\_\_

**CUL 102 OR ServSafe Certificate** Complete Culinary Sanitation with a grade of 2.0 or better or submit proof of a valid ServSafe Food Protection Manager Certificate earned within the last five years (must submit certificate for evaluation)

Valid ServSafe Certificate already on file with Schoolcraft College

**CUL103** Complete Introduction to Professional Cooking Skills and Technique with a grade of 2.5 or better within five years of application to the program. Grade posted on transcript.

**Cumulative College GPA** Attain a 2.0/C or better cumulative grade point average

**Pick One:**

New Academic Program Name: Professional Culinary Arts Program: Associates Applied Science Degree  
New Academic Program Number: AAS.00400

New Academic Program Name: Professional Culinary Arts Program: Certificate  
New Academic Program Number: 1YC.00399

New Academic Program Name: Professional Culinary Arts Program: Skills Certificate  
New Academic Program Number: CRT.00398

**Semester to Take Effect:**

Fall \_\_\_\_\_  Winter \_\_\_\_\_  
(year) (year)

Academic Advisor: \_\_\_\_\_  
Print Name

Academic Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return to:**  
Schoolcraft College  
Records  
Phone: 734-462-4677  
Email: screcord@schoolcraft.edu