

### CUL 103 Introduction to Professional Cooking Skills and Technique | Permit Request

Eligibility for CUL 103 *Introduction to Professional Cooking Skills and Technique* registration requires issuance of an electronic permit by the Culinary Arts Office. Permits will be given on a first come first serve basis, as there are limited seats in the course. To begin the permit request process, contact Academic Advising 734-462-4429 (option 4) or [eadvice@schoolcraft.edu](mailto:eadvice@schoolcraft.edu).

#### SECTION I: To be completed by Student

(Demographic information on this application must match the in the Registration Center Schoolcraft College)

Student ID Number: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle Former (if Applicable)

Address: \_\_\_\_\_  
Number Street Apt. City State Zip

Cell Phone: \_\_\_\_\_ Personal Email: \_\_\_\_\_

#### Culinary Arts Information Session

The Culinary Arts Department recommends that you attend the culinary arts campus tour. This will include an information session to learn more about the culinary arts program, application process and a tour of the facilities. To find out more about how to schedule tour go to [www.schoolcraft.edu/tour](http://www.schoolcraft.edu/tour).

#### CUL 103 Course Registration

To register for **CUL 103**, you must first meet with an academic advisor to verify that all course prerequisites have been met. Eligible students will be issued an **electronic permit** by the Culinary Art Office, which is required to register.

- CUL 103 fills quickly. To increase your chances of securing a spot, register as early as possible on your designated registration date via Ocelot Access.
- Upon registration you will receive communication via your Schoolcraft email from the Culinary Arts Department regarding class requirements that include uniform and kitchen tools.
- Days one and two of the class are **mandatory**. If you are absent for those days, you are no longer able to continue in the class.

Culinary professionals must meet certain physical demands to perform their duties safely and effectively in a fast-paced kitchen environment. These requirements help ensure efficiency, safety, and quality in all aspects of food preparation and service.

- Stand for extended periods (up to 8–10 hours)
- Lift and carry 25–50 lbs.
- Perform repetitive tasks (chopping, mixing, whisking) for long durations
- Work in both hot and cold environments
- Use fine motor skills for knife work, garnishing, and plating
- Rely on senses (vision, smell, taste, touch) for food quality and safety
- Move comfortably in tight or slippery spaces
- Safely bend, twist, reach, and handle hot foods and liquids
- Multitasking performing more than one task at the same time, or rapidly switching between tasks
- Complete tasks in the required timeframes

Students potentially needing accommodations may review further information at <http://www.schoolcraft.edu/dss/disability-support-services>. Students may also schedule an appointment with Disability Support Services at 734-462-4330 regarding options to ensure equal access to programs and activities.

#### Enrollment Requirements

Once admitted to the program, you will receive communication via your Schoolcraft email from the Culinary Arts Department regarding your assigned course rotation. It is highly recommended that you meet with an academic advisor beforehand to discuss your long-term educational plan and course sequencing.

#### Attendance Policy

Culinary Arts classes require regular, on-time attendance to ensure students develop essential course competencies. The program has a strict attendance policy—excessive absences will require retaking the course. Full details will be reviewed at the **mandatory** Culinary Orientation and are available from the Culinary Arts Department.

**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

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**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.

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**Part C: PROFICIENCY** Attain the minimum Assessment Scores listed below 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		

Academic Advisor Signature

Date

Student:

- ☐ has met requirements for CUL 103 permit ⇒

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Return to:  
 Culinary Arts Office VT601  
[culinary@schoolcraft.edu](mailto:culinary@schoolcraft.edu)  
 734-462-4423

Date Received: \_\_\_\_\_



# Professional Culinary Arts Program Limited Enrollment Application 2026-2027

This application is required for the Culinary Arts program. Review and meet all requirements on this application.  
(Program requirements are subject to change)

- 1) Completion of all sections of this application *with* signatures from an Academic Advisor. The Academic Advisor will submit the application to the Program Director.
- 2) Applications are accepted on a continuous basis. In the event several applications are received on the same date and time, the student with the highest GPA for the prerequisite courses will be admitted first.
- 3) Applications from a non-qualified student are returned and may be resubmitted after the admission requirements are complete.

## SECTION I: To be completed by Student

(Demographic information on this application must match the information in the Registration Center Schoolcraft College)

Student ID Number: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle Former (if Applicable)

Address: \_\_\_\_\_  
Number Street Apt. City State Zip

Cell Phone: \_\_\_\_\_ Personal Email: \_\_\_\_\_

*It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied benefits of, or be subjected to discrimination during any program or activity or in employment.*

## Section II: To be completed with Academic Advisor

☐ **CUL 102** Complete Culinary Sanitation with a grade of 2.0 or better

**OR**

☐ **ServSafe Certification** Valid ServSafe Food Protection Manager Certification on file with Schoolcraft

☐ **CUL 103** Complete Introduction to Professional Cooking Skills & Technique with a grade of 2.5 or better within five years of application. Grade posted on transcript.

**OR**

☐ **CUL 103** Complete Introduction to Professional Cooking Skills & Technique through **High School Articulation Award Credit**. Must be used within 1-2 years of application. Dependent on High School.

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

### Professional Culinary Arts Programs

(This will end date your pre-program code)

Start Date: ☐ Fall \_\_\_\_\_ ☐ Winter \_\_\_\_\_

☐ **AAS.00400 Associates Applied Science Degree**

☐ **1YC.00399 Certificate**

☐ **CRT.00398 Skills Certificate**

Academic Advisor: \_\_\_\_\_

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

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

The Academic Advisor will submit the application to the Culinary Arts Office. Students will receive notification regarding acceptance and start date.

Return to: Culinary Arts Office VT601 [culinary@schoolcraft.edu](mailto:culinary@schoolcraft.edu) 734-462-4423