

**American Culinary Federation Foundation
Educational Assurance Program
Application**

For Job Corps

Date of application: _____

Center Name: _____

Address: _____ Phone: _____

Address: _____ Fax: _____

City: _____ Zip code: _____

E-mail: _____ Web address: _____

Center Director:

Name: _____

Phone (if different from above): _____

E-mail (if different from above): _____

Secondary contact:

Name: _____ Position/Title: _____

Phone: _____ E-mail: _____

Program Name: _____

Program Length: _____ months; _____ weeks

Program Hours (contact hours): _____

Program Delivery (check all that apply): lecture demonstration hands-on

Major Area of Study: culinary baking/pastry management

Specific Areas of Study: List specific courses/classes currently being offered (use additional pages if necessary):

Please submit the following information:

- 1. Complete Program Description and Outcomes Statement:** The National Office of Job Corps has provided a standard *Complete Program Description and Outcomes* document for Culinary Arts. This document is another attachment to the Program Instruction on ACFF Educational Assurance Program Recognition. Please review the document and describe below the unique features of the center's Culinary Arts program not included in the standard *Complete Program Description and Outcomes* document.

Identify any specific partnerships with employers, postsecondary education institutions, or other organizations that enhance the center's Culinary Arts program.

Identify any prerequisites or entry requirements the center implements not mentioned in the standard *Complete Program Description and Outcomes* document.

Identify any center-specific program outcomes not mentioned in the standard *Complete Program Description and Outcomes* document.

- 2. History of the Program:**

Has the program been in operation at the center for more than 2 years? _____

What year was the Center's Culinary Arts program initiated? (If the exact year cannot be determined, please indicate approximate year.) _____

Number of students currently enrolled: _____

- 3. Current Resume, CV, or Professional Biographical Statement of Career Technical Training Manager:** Please attach this document to the application.

4. **Current Resume, CV, or Professional Biographical Statement of Instructor:**
Please attach this document to the application.

5. **Length of Program and Materials Description:**

The Job Corps Culinary Arts program is a year-round trade offering.

What is the average time that it takes for students to complete the center's:

Basic Program _____ Advanced Program _____

Please list the major texts and study materials used for the center's course(s):

6. **Course Details:** The National Office of Job Corps has submitted to the ACF the newly revised Culinary Arts TAR 65026JA. Please attach center-specific TARs if the center has added employer-specific skills to the TAR, has an approved center TAR, or offers an advanced TAR. Indicate below the TAR(s) the center implements.

_____ Culinary Arts (65026JA)

Other TAR(s)

7. **Marketing Materials:** Submit any center-specific marketing materials related to the center's Culinary Arts program.

The application will be reviewed by the National Office of Job Corps, and all Job Corps applications will be provided to ACF as a package. Incomplete applications will require clarification. Centers will be contacted by the National Office in cases where clarification is necessary.

Center Director Signature

Date

Return the complete application electronically by March 6, 2008, in Microsoft Word format to Tracy Bradshaw-Morris at bradshaw-morris.tracy@dol.gov.

