



Learning Agreement Academic Year 2015

Enrollment number 0

First Name _____ Surname _____

Date of Birth _____

Address _____ Zipcode _____

Home phone _____ / _____ Work/cell phone _____ / _____

E-mail _____

ID/Passport number _____

Educational Qualifications (if any) _____

Current Occupation _____

Course Start Date _____ Course End Date _____

COURSE FEES

DIDACTIC KIT FEE - \$ 800 (optional) If you choose to purchase yourself, please check with one of our team first.

Included in the kit:

- Set of Professional Chef Knives
- Professional Uniform, Safety Shoes, Apron & Hat
- HACCP Certificate
- Professional Culinary Book
- Chef Academy Stationery

PROFESSIONAL CHEF COURSE - 400 hours - \$ 12,000

ADVANCED PROFESSIONAL CHEF COURSE - 700 hours - \$ 23,000

PROFESSIONAL CHEF COURSE Italian Cuisine - 400 hours - \$ 14,000

PAYMENT METHODS

The deposit is \$1,800 (this is non refundable) and must be paid to reserve your place on the course.

The Didactic kit fee \$800 (optional) should be paid with the full cost of the course at least six weeks prior to the course starting.

We accept payments made by cash, bank transfer

Payments made by bank transfer should be paid into one of the accounts below. Please state your first and last name in transfer's Reference field.

International Payments

Name: Chef Academy Of London / New York

Bank: HSBC

Swift: MIDLGB22

Iban: GB11MIDL40051602355930

US Payments

Name: Massimo Battipaglia / co chef academy of new york

Bank: Citibank

Swift: CITIUS33

Routing #: 021000089

Account number: 4992710221

TERMS AND CONDITIONS

By booking on any of our courses you agree to abide by our terms and conditions.

We reserve the right to make amendments to the cookery courses content and recipes without giving prior notice.

Application requirements: You must be 18 years or over to attend any of our courses. For students younger than 18, we will need a consent form to be signed by a parent or legal guardian.

Skill Levels: If you are unsure what your skill level is for a course, we can assess your level of experience before you book. This is usually done through a meeting with our Executive

Chef, or if you cannot attend a meeting then we can do an assessment over the telephone. Please call us on +1646 583 2144 or email www.chefacademyofnewyork.com

Health & Safety: All participants should wear shoes with flat, non-slip soles and covered toes. You cannot enter the kitchen without the correct footwear. You must wear a Chef's uniform (we are not liable for any damage that occurs to clothing) hair must be tied back in the kitchen, if your hair is long you must wear a hair net, if you have a beard, it must be neatly trimmed. Jewellery is not permitted (except for a wedding band). False nails or nail varnish is not permitted and nails must be clipped. Please inform us in advance of any allergies, disabilities, diabetes, pregnancy, epilepsy, learning difficulties and anything that we may need to know for your own safety and the safety of others.

The school takes the matter of illegal drugs very seriously. If anyone is found under the influence or in possession of any kind of substances action will be taken. We are aware of the hazards of cooking under the influence of drugs or alcohol. We have a zero tolerance of any alcohol or drugs. Alcohol/drugs can heighten feelings of disorientation and may potentially create hazardous situations for both students and staff. If a student is attending any of our courses under the influence of alcohol, solvents or illegal drugs, then there will be consequences, it may result in being expelled from the Academy and no refund will be issued.

Equal opportunities

We are committed to ensuring that none of our students are discriminated against based on their sex, religion, marital status, nationality, ethnic origin, disability or sexual orientation. All students will be provided with the appropriate training for their needs, regardless of their race, sex, religion, marital status, nationality, ethnic origin, disability or sexual orientation. Chef Academy of New York will make no distinction based on such grounds between the training, facilities and benefits it provides to its students. It is the responsibility of all students to ensure that they abide by this policy, and you can contribute in particular by:

- Not discriminating against fellow students, tutors, suppliers, Chef Academy staff and members of the public with whom you come into contact with for the duration of the course.
- Not inducing or attempting to induce others to practice unlawful discrimination.

If you consider that you are a victim of unlawful discrimination, you should raise this issue through the grievance procedure. You should be ensured that Chef Academy of New York will at all times take such allegations seriously and will carry out a full investigation and take appropriate measures against unacceptable behaviour.

Certificated Courses: Upon successful completion of any of our courses you will receive a

Chef Academy of New York diploma. Successful completion of a course is determined by the Chef/Tutors, in order to achieve any of our diplomas you must have a good attendance rate (minimum 90%) successfully completed every section of the programme. Diplomas are issued at the discretion of the principal. Please note, your attitude and discipline are also taken into consideration when the final assessment is being completed

Course Programme

The course programme is subject to change due to choice of restaurant partner and taking into consideration the produce available according to the season

*Due to the high standard of training, students enrolled for the Michelin Star Course might begin their training directly in one of our Michelin Star restaurant partners, depending on their previous experience.

Restaurant Partners

Our team of coordinators at Chef Academy work alongside our executive chefs who assess each student individually to determine their skill level and capabilities, to enable us to decide which of our restaurant partners would be the most suitable for them to start their live training. Once this has been agreed between all parties, the student will spend 200/300 hours in the restaurant. The restaurant will not be changed unless a serious issue has been reported from both the chef trainer and the student. Our courses are highly professional and practical. Students will learn how to work in a professional kitchen. Their role in the kitchen will be equivalent to a demi chef de partie. During the course, students will spend most of their time in a professional environment. This will allow them to understand how a live kitchen works. While in the kitchen they will be considered as a member of the team, this allows them to have an understanding of what being a chef means. The restaurant's Head Chef will supervise the training to ensure you are following the program. The students will spend time in every section of the kitchen being trained alongside the chef de partie in charge of their section. Students are required to partake in any tasks that need doing in the kitchen, with no exception (from food preparation, mise en place, assisting the chef de partie, service assistance, and any other tasks the head chef finds relevant). Students' level and skills will be assessed by the chef and this will determine the tasks a student is given, they may not be able to do certain things and may be moved onto different section or assist with service.

Live Training

When you start your live training with any of our restaurant partners, you are expected to abide by the rules of the kitchen, this means arriving on time, following your schedule, informing the Chef and Chef Academy of New York of any lateness or absence. The training is not classroom style. You will train alongside the chef in charge of each section. You must listen to their instruction and behave accordingly. This type of training is very hands on, you will be given a program of what you need to learn and most importantly you are the leader of

your training

Class Hours and size

The set hours for training within Chef Academy of New Yorks development kitchen are 9.00 - 17.00. This can change on a daily basis due certain tasks/sectors taking different amounts of time. Students will be expected to clean the station that they have been working at. We require a minimum of 5 students for each course. If we do not have 5 students enrolled for any course, Chef Academy has the right to postpone the course start date. This will be communicated at least 7 days before the course is due to start.

Assessment

Although our courses are highly practical, students will be required to sit a written assessment upon completion of the course. The assessment is based on the skills and techniques learnt during the training.

Payment:

All payments must be made in full at least 6 weeks before the course start date.

Courses requiring a deposit: a non-refundable deposit of \$1800 must be paid at the time of booking to secure a place on the date you have chosen. The full balance of the course must be paid at least 6 weeks before the course start date. Failure to do so may result in losing your place on the course and retention of your deposit.

Cheques should be payable to: Chef Academy of New York 1180 Ave of the Americas, Rockefeller Center - 8th floor, New York - NY 10036

For the deposit (only)We accept: MasterCard/Visa Credit Cards and Switch/Solo/Maestro

Cancellations & Refunds Policy

The following courses:

Professional Chef Course

Advanced Professional Chef Course

Professional Chef Course - Italian Cuisine

Are secured with a non-refundable deposit, with the outstanding balance being due 6 weeks prior to the start of the course.

Cancellations made more than 28 days from the start of your course

Should you wish to cancel your booking more than 28 days from the start of the course, you will be entitled to a full refund of the course fees paid, less the \$1800 deposit which is

non-refundable. Should you wish to transfer to a course date in the future rather than cancel your booking outright, we will transfer your course deposit to that future date.

Cancellations made less than 28 days from the start of your course

Should you wish to cancel your booking less than 28 days from the start of the course, we will re list your place for resale and try and find a replacement on your behalf. If we can resell your place, or you are able to provide a suitable replacement, we will refund the course fees, however there will be an admin fee of \$1000. If we don't manage to resell or find a replacement for you , then you will not be entitled to any refund.

Cancellations after the course start date

If you cancel the course on or after the course start date you will not be entitled to any refund as we are not able to resell the place.

Cancellations made by Chef Academy of New York

In the unlikely event of cancellation of a course by Chef Academy of New York, we will offer a suitable transfer to an alternative date or course, or we will issue a full refund (within 7 days) of the full course fee.

Copyright & Acceptable Usage

Full copyright of course content developed by the Chef Academy of New York is retained by the school. Course notes and reference materials are provided to support students in their studies and ongoing cookery development and are issued for personal use only.

Personal Belongings

During the course and the training in our restaurant partners,we would urge students not to leave personal belongings unattended at any time,

Do not bring or store any valuables on the premises, including watches, jewellery or large amounts of cash. Chef Academy of New York and our partners are not liable or responsible for any lost, stolen or damaged personal property, from lockers, vehicles or any other location on the premises.

If any of Chef Academy's partners suspect a student has taken something that doesn't belong to them, the police will be called and this may result in being expelled from the School.

Intellectual Property Rights

All patents, rights to invention, utility models, copyright and related rights, trade marks, service marks, trade, business and domain names, rights in trade dress on get-up, rights in goodwill

or to sue for passing off, unfair competition rights in designs, rights in computer software, database right, topography rights, moral rights, rights in confidential information (including know-how and trade secrets) and any other intellectual property rights, in each case whether registered or unregistered and including all applications for a renewals or extension of such rights or forms of protection in any part of the world.

Limitation of Liability

Participation in the courses may be hazardous for the participant.

By purchasing any of the Chef Academy courses, the student assumes risk of harm or injury, which may occur as a result of participating in the courses. Participants release waive and discharge Chef Academy of New York and its officers, employees & agents from any liability, costs, claim damages and losses resulting this individual's participation.

Chef Academy courses include training in a professional kitchen in any of the school's restaurant partners and this can sometimes involve risks. The student releases, waive and discharge the Restaurant management, the trustees, officers, agents and employees from any and all liability, claim, damages and losses arising out of or in connection with the training experience.

If the participant is a minor prior consent of a parent or guardian to participate in the event or activity. They will also consent for the business or organization to seek emergency treatment for the minor if necessary, and they agree to accept financial responsibility for the costs related to this emergency treatment.

By purchasing any of the Chef Academy courses you acknowledge that the school and any of the partners does not provide insurance cover to the student for any loss, injuries, illness, or death resulting from the students training. You can however purchase insurance yourself.

Data Protection

You acknowledge and agree that details of your name, address, payment record and other personal data will be processed by and on behalf of Chef Academy of New York.

Permission to publish photographs/video

By agreeing to these Conditions, you allow Chef Academy of New York and its agents, employees, licensees & staff assigns to take and publish the photographs taken of yourself in Chef Academy of New York website, social networks, newspapers or publications, both printed and electronic. You also waive any right to inspect or approve the finished photographs or the printed or electronic material(s) created from the photographs prior to

its/their publication.

Governing Law and Jurisdiction

The Contract and any dispute or claim arising out of or in connection with it or its subject matter, shall be governed by, and construed in accordance within the law of the New York state.

Contact Us

Chef Academy of New York

Administration Office: 1180 Ave of the Americas, Rockefeller Center, 8 th floor, New York, NY 10036

+1646 583 2144

info@chefacademyofnewyork.com

www.chefacademyofnewyork.com

Chef Academy Of New York Signature _____

Name & Position _____

Date

Applicant signature* _____

Date

*By signing this contract you are agreeing to Chef Academy of New Yorks terms and conditions.

Chef Academy Of New York Ltd, 1180 Ave of the Americas, Rockefeller Center - 8th floor, New York - NY 10036,
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