

For NZ Citizens and
Permanent Residents

NZ Diploma in Cookery (Advanced) [Level 5]

Cookery Strand

Do you want to become a Professional Chef? With the NZ Diploma in Cookery (Advanced) [Level 5] - Cookery Strand you will step up to an advanced level of Cookery, which includes modern techniques and methods with diverse projects in global and local cuisines. Employment can follow in fine dining restaurants, cafés and in specialized food production industries.



Campus EIT Hawke's Bay

Starts February

Length One year full-time

Contact Margaret Skews | Phone: 06 830 1421 | Email: mskews@eit.ac.nz

EASTERN INSTITUTE OF TECHNOLOGY

eit.ac.nz | 0800 22 55 348 |   

Te Aho a Māui



Do you have a flair for food?

Gain a professional cookery qualification in the hospitality industry.

You will be able to operate with some supervisory and management responsibilities in kitchen environments locally, nationally and internationally.

The pathway for cookery and professional chef training at EIT is a full-time two year journey which offers you stimulating studies and provides the opportunity to begin a career in the hospitality industry.

The pathway consists of two programmes at different levels that build upon one another:

- ▶ First Year: NZ Certificate in Cookery [Level 4]
- ▶ Second Year: NZ Diploma in Cookery (Advanced) [Level 5] - Cookery Strand

You are welcome to make an appointment to discuss your study options with our staff and to view our facilities.

YOUR FUTURE CAREER OPPORTUNITIES

The NZ Diploma in Cookery (Advanced) [Level 5] - Cookery Strand provides you with enhanced employment opportunities in fine dining restaurants and commercial kitchens including specialist and commercial catering.

For example: Chef de Cuisine in smaller businesses, assistant management in commercial caterers, self-employment or as a Sous Chef in larger business.

WHAT YOU NEED TO KNOW

NZ Diploma in Cookery (Advanced) - Cookery Strand

| | | | |
|--------|--------------------|---------|---|
| Level | Level 5 | Credits | 120 |
| Length | One year full-time | Fee* | \$7,385 approximately Including course related costs: Subscription for Resort Hotel Software, five workbooks, uniforms (new jacket), field trips and specialist equipment. |

* This is a guide only based on the previous year. All costs quoted include GST and student services levy. Fees apply to New Zealand citizens and New Zealand permanent residents only.

PARTNERSHIPS

Our lecturers are highly trained professionals with particular areas of expertise in culinary arts, and food and beverage service.

The staff maintains contact with other professionals through organisations such as HCIMA (Hotel and Catering Industry Management Association), RANZ (Restaurant Association of New Zealand), HANZ (Hospitality Association of New Zealand), Service IQ (Service Industry Qualifications),

NZCA (New Zealand Chefs Association) and, CFANZ (Cookery and Food Association of New Zealand).

We value our partnership with students and aim to provide quality education in a supportive environment, encouraging personal growth and professional development.

2022 KEY DATES

PROGRAMME DATES

| | | | |
|------------------|---------------------|----------------|---------------------|
| Programme starts | Monday, 21 February | Programme ends | Friday, 25 November |
|------------------|---------------------|----------------|---------------------|

EIT SEMESTER HOLIDAYS

| | | |
|---------------------|-------------------|------------------------|
| 15 April - 29 April | 27 June - 15 July | 3 October - 14 October |
|---------------------|-------------------|------------------------|

TIMETABLE

Your study time will be made up of contact time (class times, tutorials) and non-contact time (your own individual study time).

Contact Time

On-campus classes are usually scheduled between 8.00am - 11.00pm, Monday to Friday.

Non-contact Time

You should plan to spend one (1) hour per classroom hour on individual study.

ADDITIONAL COSTS

- ▶ Black leather shoes, fully enclosed and flat

FACILITIES

Large modern training and production kitchens are complemented by a fully licensed restaurant on the Hawke's Bay campus and will be open to the public on selected days for breakfast, lunch and dinner from March to December. It is run by students from all of the hospitality programmes, and as such forms an integral part of these programmes.

ENTRY CRITERIA

Applicants must:

- ▶ Have achieved the NZ Certificate in Cookery [Level 4]; or
- ▶ Demonstrate equivalent cookery knowledge and skills through either study at EIT or another institution, or practical work in the hospitality or similar industry that includes a focus on professionalism **and** meet the NCEA Level 1 Literacy and Numeracy requirement, or provide evidence of achievement at a higher level, and
- ▶ Have basic computer skills.

Entry Process

Applicants with the NZ Certificate in Cookery [Level 4] and evidence of or an attestation to basic computer skills are automatically accepted onto the programme.

An up-to-date CV or a personal declaration will be required of those who do not meet the requirements through a standard pathway to demonstrate their potential to succeed.

An interview will be carried out if the CV or personal declaration does not initially demonstrate the potential to succeed.

Acceptance onto the programme will be on a first come, first served basis.

Interviews

An interview may be required. These will be conducted by the Programme Coordinator and overseen by the Head of School.

ENGLISH LANGUAGE ENTRY REQUIREMENT

Applicants for whom English is not their first language must have an acceptable level of English language fluency prior to enrolment in the programme. This may be demonstrated in

a variety of ways, including successful study of a programme in which English was the language of instruction, completion of a New Zealand Certificate in English Language (Level 4 with an Academic endorsement), approved scores on IELTS tests (Academic score of 5.5 with speaking and listening bands no lower than 5.5, and reading and writing bands no lower than 5.0).

ENTRY WITH CREDIT

For information and enquiries about Recognition of Prior Learning and Cross Credit please contact Celia Kurta on 06 830 1146.

This pathway of study leads to the award of nationally approved qualifications. These qualifications may be taught at a number of other tertiary institutes around New Zealand. If you were to transfer to one of those other institutes you may be granted academic credit for some of the courses completed but this is at the discretion of the other institute.

Please note: Fees are not transferable between institutes.

ASSESSMENTS

Throughout the programme, you are required

to achieve competency in the outcomes of each course. The assessment of practical skills is by observation of performance during classes and set assessment activities. All assessments must be completed by the dates specified in course books. You are expected to successfully complete assessment tasks at your first attempt. Re-assessment is available where a genuine first attempt occurred.

THE EXPERIENCE YOU NEED & THE SUPPORT TO SUCCEED

When you study at EIT you'll get the kind of experiences that will help you gain the knowledge and skills to get ahead.

You'll also be supported by lecturers and tutors who are here for you, within a learning environment where you are treated as an individual, not just a number. They'll know your name and you'll receive one-on-one attention to make sure you get the support to succeed.

EXPERIENCED LECTURERS

You can be confident in the quality of our teaching and your learning experience at EIT.

EIT is one of the top ITPs in New Zealand for research excellence due to the quality of our community centred research, and associated publications and level of government and external grant income. This means that your lecturers use the latest knowledge and research in their field of expertise to inform their teaching, and many are at the forefront of knowledge creation within their discipline area.

| NAME | QUALIFICATION |
|-------------|--|
| Mark Caves | Workplace Assessor, NZQA 751, 752 & 753, Professional Chef |
| Celia Kurta | Dip Hotel Management & Admin, London Wine & Spirit Education Trust Certificate, Higher Certificate in Wine |

| NAME | QUALIFICATION |
|---------------|--|
| Korey Field | NZQA 751, 752 & 753, Professional Chef |
| Amanda Libeau | NatCertCookery, Professional Chef |

PROGRAMME INFORMATION

The NZ Diploma in Cookery (Advanced) [Level 5] - Cookery Strand is a programme that consists of 120 credits.

If you have completed the diploma at another institution and wish to complete a further strand with EIT, you are able to do so, subject to your original qualification having been completed within the last five years. Those who completed the diploma over five years ago will undertake a Cross Credit/ Recognition of Prior Learning process through which you will be guided by the Programme Coordinator.

The diploma incorporates the NZ Certificate in Cookery [Level 4] and the NZ Diploma in Cookery (Advanced) [Level 5] - Cookery Strand.

Course Descriptions

| COURSE NO. | BRIEF DESCRIPTION | NO. OF CREDITS | NZQA LEVEL |
|------------|---|----------------|------------|
| PCP5.01 | Staff Management in the Kitchen | 25 | 5 |
| PCP5.02 | Managing Operational Roles in a Food and Beverage Establishment | 20 | 5 |

Cookery Strand

| | | | |
|---------|----------------------|----|---|
| PCP5.11 | Food Preservation | 25 | 5 |
| PCP5.12 | Advanced Saucier | 25 | 5 |
| PCP5.13 | Advanced Menu Design | 25 | 5 |

HOW TO ENROL

There is an easy 3-step process to follow when enrolling at EIT.

STEP 1

Check out the programmes online to see the programmes available for you to study. A copy of the course information for each programme is available online.

STEP 2

You can now use your RealMe verified identity to apply for study at EIT. If you use your RealMe verified identity you will no longer be sent a copy of your application form to sign. You also will not need to provide us with a copy of your primary ID.

If you apply online without using RealMe then you will be sent a summary of your enrolment to check and sign. Your enrolment cannot progress until you have sent this back to us. Please return this quickly along with any documentation we request from you.

You can also apply using a paper enrolment form. Please call us on **0800 22 55 348** and we will send you one out.

You will receive an acceptance letter from your Faculty with programme information. This will include the start date of your study and any special information regarding your programme.

It may also include course selection forms which you need to complete and return to EIT. Depending on your chosen programme of study, you may be invited to attend an interview before you are accepted.

STEP 3

Arrangement for full payment of enrolment fees must be made before the start of your programme. You will receive an invoice with payment details.

Fees-Free government scheme: Tertiary education is fees-free for eligible domestic tertiary students. To check if you are eligible, go to **FeesFree.govt.nz** and enter your National Student Number (NSN). If you are not eligible you will be responsible for paying your fees.

Scholarships and grants: Scholarships and grants make life easier by helping to cover your fees, other costs and living expenses while you study. You don't always need to be an academic high-flyer to qualify. You can find out more about scholarships and other options for paying your fees at **eit.ac.nz**.

StudyLink: If you need to pay for your own study you can choose to apply for your Student Loan and Student Allowance with StudyLink. You should do this early, even if you haven't yet been accepted on your programme. You can change your details later if anything changes. Visit **studylink.govt.nz** to find out more about StudyLink.

STUDENT SERVICES LEVY

The Student Services Levy is a compulsory non-tuition fee that is charged to students enrolled at EIT. The levy is to contribute to the provision of quality student services that support learning. The funds received by EIT from the levy are ring-fenced, meaning they can only be spent on student services.

STUDENT LOANS AND ALLOWANCES

StudyLink is a service of the Ministry of Social Development. Apply well before your programme begins (even if you haven't been accepted yet) so you'll be ready to get your payments when you need them most.

Check out what you qualify for at **studylink.govt.nz**.



THE EXPERIENCE YOU NEED
& THE SUPPORT TO SUCCEED



EASTERN INSTITUTE OF TECHNOLOGY



NZ DIPLOMA IN COOKERY (ADVANCED) [LEVEL 5] - COOKERY STRAND

ENROLMENT CHECKLIST

Please Ensure

you have returned the following information. Your application cannot be considered if any of this information is missing.

- ▶ Application Form – completed, signed and dated
- ▶ Course Selection Form – completed, signed and dated
- ▶ Evidence of Learning – if you are seeking the Cross Credit of any courses
- ▶ Industry Experience Form – completed, signed and dated
- ▶ Computing Skills Declaration Form – completed, signed and dated
- ▶ Health and Fitness Declaration – completed, signed and dated with support information if required
- ▶ Personal Statement Form – completed, signed and dated and in your own words and handwriting
- ▶ Uniform Order Form – completed, signed and dated
- ▶ Birth Certificate
- ▶ Marriage Certificate or Change of Name document – if you are enrolling under a different name from your birth certificate

A current passport may be submitted for name and birth date identification instead of the above documents.

Please be aware that copies of these identification documents must be certified by a JP. Alternatively, originals can be sighted, copied and certified by EIT Registry staff.



Te Kura Kaupapa Tāpoi, Ringa Hora
School of Tourism and Hospitality

NZ DIPLOMA IN COOKERY (ADVANCED) [LEVEL 5] - COOKERY STRAND COURSE SELECTION FORM

PLEASE INCLUDE THIS PAGE WITH YOUR ENROLMENT FORM

Applicant's Name:

Please fill out your course selection form by ticking each course that you need to be enrolled into and ticking any courses that you have already achieved and would like Cross Credited.

Evidence that you have achieved a course is required to be sent for you to gain a Cross Credit.

You must have achieved all unit standards within a course to apply for a Cross Credit.

Please note: RPL and Cross Credit cannot be awarded for a course if you are enrolled in that course. You must apply **prior** to enrolment, using this Course Selection Form.

| Course No | Brief Description | Level | Credits | To Enrol ✓ | Cross Credits (Sec/PC Only) ✓ |
|-----------------------|--|-------|---------|------------|----------------------------------|
| PCP5.01 | Staff Management in the Kitchen | 5 | 25 | | |
| PCP5.02 | Managing Operational Roles in an Food and Beverage Establishment | 5 | 20 | | |
| Cookery Strand | | | | | |
| PCP5.11 | Food Preservation | 5 | 25 | | |
| PCP5.12 | Advanced Saucier | 5 | 25 | | |
| PCP5.13 | Advanced Menu Design | 5 | 25 | | |

Applicant's Signature:

Programme Coordinator/Secretary Signature:

Date:



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NZ DIPLOMA IN COOKERY (ADVANCED) [LEVEL 5] - COOKERY STRAND COOKERY/CHEF INDUSTRY EXPERIENCE

PLEASE INCLUDE THIS PAGE WITH YOUR ENROLMENT FORM

Applicant's Name:

Please list any relevant (include part-time and voluntary) work.

| COMPANY/ORGANISATION | TYPE OF WORK UNDERTAKEN | LENGTH OF TIME |
|----------------------|-------------------------|----------------|
| | | |
| | | |
| | | |



NZ DIPLOMA IN COOKERY (ADVANCED) [LEVEL 5] - COOKERY STRAND BASIC COMPUTING SKILLS DECLARATION

PLEASE INCLUDE THIS PAGE WITH YOUR ENROLMENT FORM

Applicant's Name:

- I currently have:
- Unit 111
 - Other Computing Unit Standards
 - Community Computing
 - Other (Please explain)

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Applicant's Signature:

Date:



NZ DIPLOMA IN COOKERY (ADVANCED) [LEVEL 5] - COOKERY STRAND HEALTH AND FITNESS DECLARATION

PLEASE INCLUDE THIS PAGE WITH YOUR ENROLMENT FORM

Applicant's Name:

Please answer the following questions. Answering YES to any of these questions will not necessarily result in being excluded from the programme.

Hospitality programmes require strength and stamina.

| | |
|---|--|
| Do you have any problems involving addiction to alcohol or illegal substances? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Do you have any medical difficulties that may affect your ability to study at EIT? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Do you have any physical difficulties that may affect your ability to study at EIT? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Do you have any psychiatric or psychological difficulties that may affect your ability to study at EIT? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| If you answered YES to any of these questions please provide further information on a separate sheet or include the details on the Personal Statement form. You will need to attach a letter from your health professional stating that you are fit to study the programme. | |

Hospitality programmes are challenging and require commitment. 90% attendance is also required.

| | |
|---|--|
| Are there any personal circumstances e.g. young children, other dependants or transport problems that may affect your ability to attend regularly? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| If you answered YES to any of these questions please provide further information on a separate sheet or include the details on the Personal Statement form. | |

I confirm that all the information contained in this document is true and correct. I understand that giving a false declaration or failing to disclose information may:

- ▶ Prevent me from being accepted onto the programme or
- ▶ If accepted, prevent me from continuing on the programme.

Applicant's Signature:

Date:

NZ DIPLOMA IN COOKERY (ADVANCED) [LEVEL 5] - COOKERY STRAND UNIFORM ORDER FORM

PLEASE INCLUDE THIS PAGE WITH YOUR ENROLMENT FORM

Applicant's Name:

Male Female (Please tick)

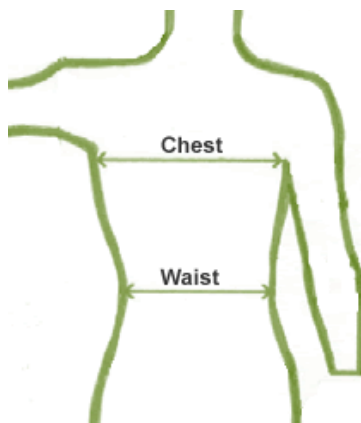
The following items are provided to students prior to the commencement of the programme. The cost of these items is incorporated within the programme fee. Our local suppliers are Total Food Equipment and Southern Hospitality.

NB: If you already own any of these items and they are in pristine condition you may discuss using your own items rather than those below. Please indicate below which items you already own and you will have an opportunity to discuss their use with the programme coordinator prior to the commencement of the programme.

Please indicate your size requirement below where necessary for items of the uniform. This information must be given in centimetres:

| Item Description | QTY | I already own this item ✓ |
|---|-----|---------------------------|
| CHEF UNIFORM | | |
| CHEF JACKET COTTON WHITE 77cm – 157cm (your chest in cm) | 2 | |
| BUTTONS BLACK SET OF 10 | 2 | |

Approximate sizes only – please try for a perfect fit. See diagram below of where to measure.



| CHEF JACKETS (please circle size) | |
|--------------------------------------|-------|
| SIZE | CHEST |
| 01 | 77 |
| 02 | 82 |
| 03 | 87 |
| 04 | 92 |
| 05 | 97 |
| 06 | 102 |
| 07 | 107 |
| 08 | 112 |
| 09 | 117 |
| 10 | 122 |
| 11 | 127 |
| 12 | 132 |
| 13 | 137 |
| 14 | 142 |
| 15 | 147 |
| 16 | 152 |
| 17 | 157 |

IMPORTANT: DO NOT FORGET TO INCLUDE YOUR SIZING FOR YOUR JACKET AND TROUSERS AS REQUESTED ABOVE. YOUR ENROLMENT WILL NOT BE ACCEPTED WITHOUT THIS INFORMATION