



Le Cordon Bleu College of Culinary Arts

Catalog 2011-2012



LE CORDON BLEU
COLLEGE OF CULINARY ARTS

Los Angeles, CA

Le Cordon Bleu

Great Cities, Great Dreams, Great Opportunities.

This catalog is current as of the time of publication. From time to time, it may be necessary or desirable for Le Cordon Bleu College of Culinary Arts to make changes to this catalog due to the requirements and standards of the school's accrediting body, state licensing agency or U.S. Department of Education, or due to market conditions, employer needs or other reasons.

Le Cordon Bleu College of Culinary Arts reserves the right to make changes at any time to any provision of this catalog, including the amount of tuition and fees, academic programs and courses, school policies and procedures, faculty and administrative staff, the school calendar and other dates, and other provisions.

Le Cordon Bleu College of Culinary Arts also reserves the right to make changes in equipment and instructional materials, to modify curriculum and to combine or cancel classes.

Photographs

While not all photographs in this publication were taken at Le Cordon Bleu College of Culinary Arts in Los Angeles they do accurately represent the general type and quality of equipment and facilities found at Le Cordon Bleu College of Culinary Arts.

Le Cordon Bleu cannot guarantee employment or salary.

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Le Cordon Bleu

Message from our Master Chef



It's a new decade and a new opportunity to nourish the creative passions of our students. At Le Cordon Bleu, we recognize that our students need more than a well-rounded education in order to pursue success in today's competitive world. They desire the sense of accomplishment that comes through constant practice, refinement and exposure to new experiences.

Our schools are affiliated with Le Cordon Bleu international schools located across five (5) continents, including the original Le Cordon Bleu School in Paris. Le Cordon Bleu is dedicated to preserving and passing on the mastery and appreciation of the culinary arts. Each year, over 20,000 students who attend one of the Le Cordon Bleu family of schools worldwide receive hands-on training and unrivalled experiences in culinary arts, pâtisserie and baking arts, and hospitality and restaurant management. Our philosophy of pursuing excellence is one that remains strong. Whether you plan to move on to restaurants, hotels or other venues in the hospitality and foodservice industry, Le Cordon Bleu will encourage you to strive for your best, so that you can follow your passion towards achieving whatever you set out to do.

Le Cordon Bleu fosters a unique multi-cultural and educational environment, encouraging you to learn and grow in the lessons you undertake in the fundamentals of classical cooking. It is our privilege to be able to give students from all walks of life the opportunity to overcome your toughest challenges and embrace your creative passion, while working alongside our dedicated professional chefs. We're delighted to provide an environment that encourages students with unparalleled facilities and with a focus on your ability to pursue great things upon graduation.

We invite you to share our knowledge and look forward to working with you as you challenge yourself and explore where your passion can take you.

Chef Edward G. Leonard, CMC, AAC
Corporate Executive Chef, Le Cordon Bleu
Executive Chef, Technique Restaurants



Message from the Office of the President

Imagine yourself working in the culinary or hospitality industry; an industry characterized by passion, creativity, drive and determination.

Now, don't just imagine it. Make it a reality at Le Cordon Bleu College of Culinary Arts where we combine the classic culinary curriculum of Le Cordon Bleu with modern American technology and training.

At Le Cordon Bleu, you will train in our facility with experienced and supportive chef instructors, faculty, and staff. Our broad and challenging hands-on curriculum draws on Le Cordon Bleu's century-old tradition of immersion in the culinary and hospitality world, and instruction that emphasizes demonstration followed by practical application. By studying this curriculum, you will have the opportunity to learn the skills you need effectively and efficiently, so that when you complete the program, you will be prepared to pursue a career in the culinary or hospitality industries. You will find that our dedicated Career Services department will be an invaluable aid for your search to find career opportunities.

To put it simply, our only purpose is to help you reach your career goals. We are a student-centered institution, and we are very proud of that commitment. I hope you will join us at Le Cordon Bleu College of Culinary Arts. Together, we can work toward fulfilling your goal of joining the culinary or hospitality industry.

Welcome,

Anthony Bondi

President

Le Cordon Bleu College of Culinary Arts in Los Angeles



Le Cordon Bleu

History of Le Cordon Bleu

Few institutions of any kind possess the prestigious reputation of Le Cordon Bleu. This internationally renowned culinary arts school is synonymous with expertise, innovation, tradition, and refinement – qualities that are meticulously nurtured by Le Cordon Bleu.

The Rich Heritage of Le Cordon Bleu

The name “Cordon Bleu” [meaning Blue Ribbon] is rich with history and heritage. It has been synonymous with excellence since 1578, when King Henry III created the “L’Ordre” des Chevaliers du Saint Esprit” [The Order of the Holy Spirit]. It was the most exclusive order in France until 1789. Because the members, royalty included, were awarded the Cross of the Holy Spirit, which hung from a blue ribbon, they were called “Cordon Bleus”. The sumptuous banquets which accompanied their award ceremonies became legendary.

In 1895, Marthe Distel, a French journalist, founded a weekly culinary publication entitled “La Cuisinière Cordon Bleu,” which was published over the next seventy years and became the basis and reference for what is now perhaps one of the largest recipe collections in the world. It contributed to the codification of French Cuisine and in essence established some of the guiding principles of Le Cordon Bleu: informative demonstrations, hands-on teaching by experienced instructors, fine ingredients, and foundational techniques.

Following the popularity of the publication, the first Le Cordon Bleu school officially opened its doors as a culinary school in Paris in 1895. The first Le Cordon Bleu cooking class was held on January 14, 1896, in the Palais Royal. From the beginning, celebrated chefs of the time came to teach at Le Cordon Bleu in Paris, including the legendary Chef Henri-Paul Pellaprat. The

cooking classes were an immediate success. The reputation of the school spread rapidly worldwide. Students in the United States have been able to participate locally in Le Cordon Bleu-inspired cooking courses since 1998 and share in this rich heritage.

Today, there are 30 Le Cordon Bleu schools worldwide, spanning 5 continents, including 17 campuses throughout the United States, each with students and alumni from culturally diverse backgrounds. Le Cordon Bleu in the United States ushers in a new educational era in culinary arts, pâtisserie and baking, and hospitality and restaurant management that combines classical European techniques with contemporary American technology and training. As a result, students are afforded opportunities to acquire the knowledge and skills necessary in the culinary, pastry and baking, and hospitality world.

As a testament to their accomplishment, graduates will receive a coveted Le Cordon Bleu Diplôme, in addition to the specialized degree, diploma or certificate awarded by Le Cordon Bleu.



About Le Cordon Bleu College of Culinary Arts

Mission Statement and Goals

Le Cordon Bleu College of Culinary Arts is an institution of higher learning for students who share a passion for the culinary and hospitality arts. We are dedicated to providing quality career education that integrates the classic culinary curriculum of Le Cordon Bleu in combination with modern technology and innovation in global cuisine.

Ours is a creative and supportive community guided by knowledgeable chef instructors, faculty and staff; a community where you can immerse yourself in the culinary or hospitality arts in order to develop skills by watching chef demonstrations, and then performing the same tasks yourself. You will have the opportunity to spend time in industry-equipped kitchens working alongside chef instructors and learning the skills necessary to explore your passion and pursue your goal of a career in the culinary or hospitality industry. We will introduce you to various techniques and expose you to the preparation of international cuisine throughout your training. The theoretical foundation and technical skills you can learn can be applied to the preparation of many cuisines.

To help you achieve your goal of a career in the culinary or hospitality industry, we offer a dedicated Career Services department to assist you and support you in your career aspirations.

Faculty

Our faculty members are the keystone of Le Cordon Bleu College of Culinary Art's quality. Members of the faculty bring industry or professional experience to the classroom. Through our faculty's guidance and instruction, you will be introduced to theoretical, practical and creative applications that will help you succeed in the culinary or hospitality industry.

Le Cordon Bleu College of Culinary Art's faculty members are dedicated to academic achievement, professional education, individual attention, and to helping you prepare for your chosen career and reach your potential. In essence, they practice what they teach. A listing of our faculty may be found in the addendum to this catalog.

Accreditation and Affiliations

ACICS

Accredited by the Accrediting Council for Independent Colleges and Schools to award Associate degrees and diplomas.

Accrediting Council for Independent Colleges and Schools
750 First Street, NE Suite 980
Washington, DC 20002-4241
(202) 336-6780

The Accrediting Council for Independent Colleges and Schools is listed as a nationally recognized accrediting agency by the United States Department of Education and is recognized by the Council for Higher Education Accreditation.

The Associate of Occupational Studies in Le Cordon Bleu Culinary Arts and Associate of Occupational Studies in Le Cordon Bleu Pâtisserie and Baking are accredited by the American Culinary Federation Education Foundation Accrediting Commission (ACFEFAC). The

Diploma program in Le Cordon Bleu Pâtisserie and Baking is recognized under the ACFEF Quality Assurance Program.

Approval Disclosure Statement

Le Cordon Bleu College of Culinary Arts in Los Angeles is approved to operate in the state of California based on the provisions of the California Private Postsecondary Education Act (CPPEA) of 2009, which is effective January 1, 2010.

Le Cordon Bleu College of Culinary Arts in Los Angeles main campus in Pasadena CA, and Branch Campus in Hollywood, CA, under Section 94802(a) of CPPEA, will by operation of law, be approved until January 4, 2013. The Act is administered by the Bureau for Private Postsecondary Education, under the Department of Consumer Affairs. The Bureau can be reached at:

P.O. Box 980818
Sacramento, CA 95798-0818
(888) 370-7589

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet which must be provided to you prior to signing an enrollment agreement. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at the address above. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Website: www.bppve.ca.gov

Le Cordon Bleu

Le Cordon Bleu College of Culinary Arts in Los Angeles is approved to offer the following programs:

- Associate of Occupational Studies Degree in Le Cordon Bleu Culinary Arts. This program consists of 107 quarter credits and 1550 contact hours.
- Diploma in Le Cordon Bleu Culinary Arts. This program consists of 55 quarter credits and 940 contact hours.
- Associate of Occupational Studies Degree in Le Cordon Bleu Pâtisserie and Baking. This program consists of 106 quarter credits and 1510 contact hours.
- Diploma program in Le Cordon Bleu Pâtisserie and Baking. This program consists of 55 quarter credits and 940 contact hours.
- Associate of Occupational Studies Degree in Le Cordon Bleu Hospitality & Restaurant Management. This program consists of 101 quarter credits and 1550 contact hours.

California statute requires that a student who successfully completes a course of study be awarded an appropriate degree or diploma verifying the fact.

Prospective enrollees are encouraged to visit the physical facilities of the school and to discuss personal educational and occupational plans with school personnel prior to enrolling or signing enrollment agreements.

Memberships and Affiliations

Le Cordon Bleu College of Culinary Arts in Los Angeles and/or its staff maintain membership with the following professional organizations:

- Food Educators Network International
- American Culinary Federation
- International Association of Culinary Professionals
- World Association of Chefs Societies
- Center for Advancement of Foodservice Education
- National Restaurant Association Educational Foundation
- Retail Bakers of America
- Women Chefs and Restaurateurs

Statement of Ownership

Le Cordon Bleu College of Culinary Arts is owned by Southern California School of Culinary Arts, Ltd., which is wholly owned by Career Education Corporation (CEC). CEC is a Delaware corporation with principal offices located at:
231 North Martingale Road
Schaumburg, IL 60173-2007

CEC Executive Officers

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President and Chief Executive Officer

Michael J. Graham
Executive Vice President and
Chief Financial Officer

CEC Board of Directors

Steven H. Lesnik, Chairman

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(Lead Independent Director)

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Associate of Occupational Studies Degree in Le Cordon Bleu Culinary Arts

The Le Cordon Bleu Culinary Arts program is a 21 month, 1550 contact hour, 107 quarter credit culinary arts training program leading to an Associate of Occupational Studies Degree. The program consists of culinary laboratory, restaurant management and general education courses.

Associate of Occupational Studies Degree in Le Cordon Bleu Culinary Arts program outcomes include:

- Demonstrate professional-level cooking techniques.
- Demonstrate sanitation principles as they apply to the professional kitchen.
- Demonstrate professionalism appropriate to the hospitality industry.
- Apply basic management principles to the demands of a hospitality business.
- Exhibit college-level reasoning skills.

Upon completion of the program the graduate should have the workforce skills appropriate for entry-level positions in the culinary and/or hospitality industries. Examples of some job titles for graduates include Cook, Line Cook, Catering Assistant, Banquet Cook, Garde Manger, Roundsman and Prep Cook. The various titles of “chef” generally apply to more advanced roles in a professional kitchen (for example: Sous Chef, Executive Chef). Graduates should not expect to become chefs upon graduation but are encouraged to work toward becoming a chef through the course of their careers. The jobs

mentioned are examples of certain potential jobs, not a representation that these outcomes are more probable than others. Le Cordon Bleu cannot guarantee employment or salary.

A general education is an important aspect of higher learning and a valuable asset in today’s highly competitive world. General education coursework is designed to ensure that students have the cognitive abilities crucial to their success in the workplace.

The program was designed to represent a complete, well-rounded curriculum that provides a foundation for students to enter the foodservice industry in any of a multitude of positions. The program is designed for students who have completed the Certificate in Le Cordon Bleu Culinary Arts and can be completed in an additional 9 months on campus.

Entrance into an Associate of Occupational Studies program is limited to graduates of a Le Cordon Bleu Certificate/Diploma program who have earned a per course Cumulative Grade Point Average (CGPA) of 2.0 or higher. International students that are eligible for the issuance of an I-20 may enroll directly into an Associate of Occupational Studies degree programs at the Non-Resident tuition and fee level. All others must complete the prerequisite requirement of successful completion of a Diploma/Certificate program prior to enrolling in an Associate of Occupational Studies degree program as listed in the school's catalog.

Applicants, who believe they have earned an equivalent degree, must submit official transcripts to the Executive Chef for evaluation and eligibility decisions.

A student who has earned a grade below 2.0 in any course will need to be retake that course, or an equivalent course, earning a

course grade of 2.0 or higher prior to enrollment into the Associate of Occupational Studies in Le Cordon Bleu Culinary Arts program.

Core Curriculum Requirements

Course Code	Course Title	Quarter Credits
LCBC100	College Success and Career Portfolio	1
LCBC105	Food Safety and Sanitation	3
LCBC110	Culinary Foundations I	4
LCBC122	Culinary Foundations II	7
LCBC125	Cost Control and Purchasing	3
LCBC132	Culinary Foundations III	7
LCBC135	Nutrition	3
LCBC152	Food in History	5
LCBC153	Baking and Pastry	7
LCBC212	Cuisine Across Cultures	7
LCBC215	Hospitality Supervision and Entrepreneurship	5
LCBC222	Catering & Buffets	8
LCBC225	Wine and Beverage	3
LCBC230	Contemporary Cuisine	4
LCBC241	Restaurant Rotation	8
LCBC250	Externship I	6
LCBC255	Externship II	6
Total Required Core Curriculum Credits		87

General Education Requirements

GEN112	Fundamentals of Speech	5
GEN122	Applied Math	5
GEN132	English Composition	5
GEN142	Introduction to Psychology	5

Total Required General Education Credits 20

Total Quarter Credits Required for Graduation 107

Le Cordon Bleu

Associate of Occupational Studies Degree in Le Cordon Bleu Pâtisserie and Baking

The Le Cordon Bleu Pâtisserie and Baking program is a 21 month, 1510 contact hour, 106 quarter credit culinary arts training program leading to an Associate of Occupational Studies Degree. The program consists of pâtisserie and baking laboratory, restaurant management and general education courses.

Program outcomes include:

- Demonstrate professional-level pâtisserie and baking techniques.
- Demonstrate sanitation principles as they apply to the professional kitchen.
- Demonstrate professionalism appropriate to the hospitality industry.
- Exhibit college-level reasoning skills.
- Apply basic management principles to the demands of a hospitality business.
- Exhibit college-level reasoning skills.

Upon completion of this program, a graduate should have the workforce skills appropriate for entry-level positions in the culinary and/or hospitality industries.

Examples of some job titles for graduates include Pastry Assistant, Bakery Assistant, Baker, Assistant Pastry Cook, Pastry Cook, Bread Baker and Cake Decorator.

The various titles of “pastry chef” generally apply to more advanced roles in a professional kitchen (for example: Pastry Sous Chef, Executive Pastry Chef). Graduates should not expect to become chefs upon graduation but are encouraged to work toward becoming a chef through the course of their careers. The jobs mentioned are examples of certain potential jobs, not a representation that these outcomes are more probable than others. Le Cordon Bleu cannot guarantee employment or salary.

A general education is an important aspect of higher learning and a valuable asset in

today’s highly competitive world. General education coursework is designed to ensure that students have the cognitive abilities crucial to their success in the workplace.

The program was designed to represent a complete, well-rounded curriculum that provides a foundation for students to enter the foodservice industry in any of a multitude of positions. The program is designed for students who have completed the Certificate/Diploma program in Le Cordon Bleu Culinary Arts or Pâtisserie and Baking and can be completed in an additional nine (9) months on campus.

Entrance into an Associate of Occupational Studies Degree program is limited to graduates of a Le Cordon Bleu Certificate/Diploma program who have earned a per-course Cumulative Grade Point Average (CGPA) of 2.0 or higher. International students who are eligible for the issuance of an I-20 may enroll directly into an Associate of Occupational Studies degree program at the Non-Resident tuition and fee level. All others must complete the prerequisite requirement of successful completion of a Diploma/Certificate program prior to enrolling in an Associate of Occupational Studies Degree program as listed in the school’s catalog.

Applicants, who believe they have earned an equivalent degree, must submit official transcripts to the Executive Chef for evaluation and eligibility decisions.

A student who has earned a grade below 2.0 in any course will need to be retake that course, or an equivalent course, earning a course grade of 2.0 or higher prior to enrollment into the Associate of Occupational Studies Degree in Le Cordon Bleu Pâtisserie and Baking program.



Core Curriculum Requirements

Course Code	Course Title	Quarter Credits
LCBC100	College Success and Career Portfolio	1
LCBC105	Food Safety and Sanitation	3
LCBC110	Culinary Foundations I	4
LCBC122	Culinary Foundations II	7
LCBC125	Cost Control and Purchasing	3
LCBC135	Nutrition	3
LCBC152	Food in History	5
LCBC215	Hospitality Supervision and Entrepreneurship	5
LCBK102	Introduction to Pâtisserie and Baking Techniques	7
LCBK112	Baking Principles and Viennoiserie	7
LCBK122	International Pâtisserie, Cake Formula, and Assembly	7
LCBK212	Advanced Pâtisserie Techniques	8
LCBK222	Centerpiece and Cake Decoration Techniques	7
LCBK232	Advanced Showpiece and Confectionary Techniques	7
LCBK250	Externship I	6
LCBK255	Externship II	6
Total Required Core Curriculum Credits		86

General Education Requirements

GEN112	Fundamentals of Speech	5
GEN122	Applied Math	5
GEN132	English Composition	5
GEN142	Introduction to Psychology	5
Total Required General Education Credits		20
Total Quarter Credits Required for Graduation		106

Le Cordon Bleu

Associate of Occupational Studies Degree in Le Cordon Bleu Hospitality & Restaurant Management

**The campus is not accepting enrollments in this program at this time.*

The Associate of Occupational Studies Degree in Le Cordon Bleu Hospitality & Restaurant Management program supports a foundation of theoretical knowledge and practical skills that are desirable for a variety of career paths in the hospitality and foodservice industries. This foundation integrates the abilities to manage people, systems, resources, finances, and to understand the needs of the consumer. The program also translates those needs into profitable and ethical business opportunities. The program curriculum explores cultural and legal influences on the hospitality industry from a national and international perspective. It also exposes students to different professional styles of experienced chefs and instructors, a wide range of industry-standard equipment, and hands-on training in intensive laboratory classes.

Associate of Occupational Studies Degree in Le Cordon Bleu Hospitality & Restaurant Management Program outcomes include:

- Demonstrate professional-level dining and beverage service techniques.
- Demonstrate sanitation principles as they apply to the hospitality industry.
- Demonstrate professionalism appropriate to the hospitality industry.
- Apply basic management principles to the demands of a hospitality business.
- Exhibit college-level reasoning skills.

The program consists of 101 quarter credits, 21 months and 1550 contact hours, and concludes with an externship.

Upon completion of this program, a graduate should have the workforce skills appropriate for entry-level positions in the culinary and/or hospitality industries. Examples of some job titles for graduates include entry-level supervisory positions, Front Desk Clerk, Concierge, Front Desk Supervisor, Manager Trainee, Assistant Manager, Maitre D', Wine Steward, Assistant Catering Manager, and Event Coordinator. Graduates are encouraged to work toward upper management positions through the course of their careers.

The jobs mentioned are examples of certain potential jobs, not a representation that these outcomes are more probable than others. Le Cordon Bleu cannot guarantee employment or salary.

Core Curriculum Requirements

Course Code	Course Title	Quarter Credits
LCBC100	College Success and Career Portfolio	1
LCBC105	Food Safety and Sanitation	3
LCBC110	Culinary Foundations I	4
LCBC120	Culinary Foundations II	6
LCBC125	Cost Control and Purchasing	3
LCBC135	Nutrition	3
LCBC152	Food in History	5
LCBH130	Business and Computer Technology	6
LCBC215	Hospitality Supervision and Entrepreneurship	5
LCBC225	Wine and Beverage	3
LCBH200	Accounting	6
LCBH210	Hospitality Law	6
LCBH220	Hospitality and Tourism Marketing	6
LCBH230	Beverage Operations Service	4
LCBH240	Hospitality and Restaurant Management Practical	8
LCBH250	Externship I	6
LCBH255	Externship II	6
Total Required Core Curriculum Credits		81

General Education Requirements

GEN112	Fundamentals of Speech	5
GEN122	Applied Math	5
GEN132	English Composition	5
GEN142	Introduction to Psychology	5
Total Required General Education Credits		20
Total Quarter Credits Required for Graduation		101



Diploma Program in Le Cordon Bleu Culinary Arts

The Diploma in Le Cordon Bleu Culinary Arts is designed to prepare students with the skills appropriate for basic positions in professional food preparation. Students begin their program with classes in basic and fundamental concepts of the culinary profession and build to more advanced topics as the program progresses. The program features lecture and laboratory formats. The program concludes with an externship experience that gives students a chance to practice skills taught throughout the course of their studies.

Program outcomes include:

- Demonstrate professional-level cooking techniques.
- Demonstrate sanitation principles as they
- Demonstrate professionalism appropriate to the hospitality industry.

The program consists of 55 quarter credits, 940 contact hours, and 12 months of instruction.

Upon completion of the program, the graduate should have the skills needed to begin his/her career in the culinary and/or hospitality industries at an entry level. Examples of some job titles for graduates include Cook, Line Cook, Catering Assistant, Banquet Cook, and Prep Cook. The various titles of “chef ” generally apply to more advanced roles in a professional kitchen (for example: Sous Chef, Executive Chef). Graduates should not expect to become chefs upon graduation but are encouraged to work toward becoming a chef through the course of their careers.

The jobs mentioned are examples of certain potential jobs, not a representation that these outcomes are more probable than others. Le Cordon Bleu College of Culinary Arts cannot guarantee employment or salary.

Core Curriculum Requirements

Course Code	Course Title	Quarter Credits
LCBC105	Food Safety and Sanitation	3
LCBC110	Culinary Foundations I	4
LCBC122	Culinary Foundations II	7
LCBC132	Culinary Foundations III	7
LCBC153	Baking and Pastry	7
LCBC212	Cuisine Across Cultures	8
LCBC222	Catering and Buffets	7
LCBC250	Externship I	6
LCBC255	Externship II	6

**Total Quarter Credits
Required for Graduation** **55**

Le Cordon Bleu

Diploma Program in Le Cordon Bleu Pâtisserie and Baking

Le Cordon Bleu College of Culinary Arts offers an intensive program for those interested in a professional baking career. The program includes hands-on teaching of fundamental baking skills and the theoretical knowledge that forms basic competency in the field. The Diploma in Le Cordon Bleu Pâtisserie and Baking offers a comprehensive course of study in the fundamentals, and exposes students to the different styles of the school's chef-instructors, a wide variety of industry-current equipment, and various facets of the food-service industries.

Possible outcomes include:

- Demonstrate professional-level pâtisserie and baking techniques.
- Demonstrate sanitation principles as they apply to the professional kitchen.
- Demonstrate professionalism appropriate to the hospitality industry.

The program consists of 55 quarter credits, 940 contact hours and 12 months of instruction and concludes with an externship.

Upon completion of the program, the graduate should have the skills needed to begin his/her career in the culinary and/or hospitality industries at an entry level. Examples of some job titles for graduates include Pastry Assistant, Bakery Assistant, Baker, Assistant Pastry Cook, Pastry Cook, Bread Baker and Cake Decorator. The various titles of "pastry chef" generally apply to more advanced roles in a professional kitchen (for example: Pastry Sous Chef, Executive Pastry Chef). Graduates should not expect to become chefs upon graduation but are encouraged to work toward becoming a chef through the course of their careers.

The jobs mentioned are examples of certain potential jobs, not a representation that these outcomes are more probable than

others. Le Cordon Bleu College of Culinary Arts cannot guarantee employment or salary.

Core Curriculum Requirements

Course Code	Course Title	Quarter Credits
LCBC105	Food Safety and Sanitation	3
LCBC110	Culinary Foundations I	4
LCBK102	Introduction to Pâtisserie and Baking Techniques	7
LCBK112	Baking Principles and Viennoiserie	7
LCBK122	International Pâtisserie, Cake Formula, and Assembly	7
LCBK212	Advanced Pâtisserie Techniques	8
LCBK222	Centerpiece and Cake Decoration Techniques	7
LCBK250	Externship I	6
LCBK255	Externship II	6
Total Credits Required for Graduation		55



Course Descriptions

Course Numbering System

Le Cordon Bleu College of Culinary Arts uses a course numbering system that consists of a three- or four-letter prefix followed by three numbers and indicates both the area of study and general freshman or sophomore level of the course.

Courses numbered 100-199 are generally taken during a student's first academic year.

Courses numbered 200-299 are generally taken during a student's second academic year.

Although the course number indicates the general level of study, courses may be completed out of sequence with a student's current study level, upon approval from the Executive Chef. The unit of credit is the quarter credit hour.

Note: The institution reserves the right to reschedule any course that is selected by fewer than ten students. Due to course scheduling and student demand, not all courses are available or offered every term.

GEN112 – Fundamentals of Speech

5 Credits

Prerequisite: None

The course covers the principles and practices basic to all areas of oral communication.

GEN122 – Applied Math

5 Credits

Prerequisite: None

Applied Math is designed to provide students with a clear understanding of the essentials of mathematics, whole numbers, fractions, decimals, ratios and proportions, percents, applications for business and consumers, statistics, and probability, U.S. customary and metric systems of measurement and rational numbers.

The course also provides students with an introduction to yield percent, costing, recipe costing, and recipe size conversion.

GEN132 – English Composition

5 Credits

Prerequisite: None

This class examines the use of language. Students are exposed to public speaking, writing, and reading for comprehension, discussion and critical evaluation. English Composition is designed to prepare students to express themselves with professionalism and confidence.

GEN142 – Introduction to Psychology

5 Credits

Prerequisite: None

This course provides a general overview of the science of psychology and human behavior. Students will explore the fundamentals of critical thinking, the human mind, effects of environment and mental health. Specific topics covered include theories of personality, life-span development, sensation and perception, thinking and intelligence, memory and learning, emotion, stress and health.

LCBC100 – College Success and Career Portfolio

1 Credit

Prerequisite: None

This college success class combines insight specific to both student success habits and gaining entry into the foodservice profession. The compilation of documents for inclusion in either print-based or digital portfolios is the capstone project in this Le Cordon Bleu course. Resume cover letter and reference page development for employment-seeking presentation encompasses student outcomes. Strategies for note taking, reading for comprehension and test taking are explored. Interviewing skills, stress management, time management and personal finance management are discussed.

Le Cordon Bleu

LCBC105 – Food Safety and Sanitation

3 Credits

Prerequisite: None

This course covers the principles of safe food handling, the three types of hazards, and the most common causes of food-borne illness. A focus is placed on standards for safe food handling throughout the industry and the principles for managing sanitation in a foodservice operation. The course introduces students to the seven principles of HACCP and familiarizes students with the functions of various governing bodies that service this aspect of the industry. Students discuss how to handle food safely from acquisition to service and are shown areas of opportunity to prevent food-borne illness throughout the flow of food. Students will take the ServSafe Food Safety nationally accredited food safety exam for certification. This exam is sponsored by the National Restaurant Association Education Foundation and administered at the school level.

LCBC110 – Culinary Foundations I

4 Credits

Prerequisite: None

In this introductory course to the culinary arts, students will have the opportunity to learn basic principles guiding professional introductory cooking techniques. Lecture topics will include the history of the foodservice industry, culinary terminology, standards of professionalism, organization of working kitchens and volume food preparation. Key components of the course include discussion of chef tools, commercial equipment and its intended uses. Basic food science principles, recipe use, menu genres, introduction to the elements of taste and flavor also drive daily lessons. The foundation for Le Cordon Bleu stocks and sauces are introduced in this class. The course also covers introduction to commercial kitchen cleaning

and builds understanding for clean facilities as students complete their food safety and sanitation course.

LCBC122 – Culinary Foundations II

7 Credits

Prerequisites: LCBC105, LCBC110

This hands-on course builds on the techniques and principles presented in Culinary Foundations I. Students will have the opportunity to apply introductory-level culinary techniques as a component of a Le Cordon Bleu culinary education. Classical knife cuts and French classical cuisine terminology is built upon in this hands-on course. Proper use of commercial equipment and understanding of measurement, formulas, and recipe adherence culminate a solid foundation for furthering basic competencies. Foundations include stocks, mother sauces, soups, vegetables, grains, and egg cookery, speed and accuracy. As with the entire Le Cordon Bleu curriculum desired sanitation, professionalism, and respect for the craft continue to enhance the student's educational experience.

LCBC125 – Cost Control and Purchasing

3 Credits

Prerequisite: None

This course provides students with an understanding of cost control and purchasing as it applies to managing a professional foodservice operation. Lectures focus on the design and implementation of cost control measures and effective purchasing procedures. The budget on both a daily basis and a per-event basis will be analyzed. Students will be exposed to a base understanding of profit and loss statements and how to track cost as it relates to the flow of food in various styles of industry establishments. Le Cordon Bleu curriculum components will include analysis of the

benefits of fabrication versus value-added product purchasing and will encompass the student's individual industry goals with simulated business modeling exercises.

LCBC132 – Culinary Foundations III

7 Credits

Prerequisite: LCBC122

This course builds on the techniques and principles demonstrated in previous courses. Students will have the opportunity to develop skills in the identification, butchery, and fabrication used in cooking of a variety of meat and seafood products. Small sauce production, from the classical Le Cordon Bleu techniques taught earlier is enhanced in this stage of further advanced culinary training. Charcuterie methods including curing, smoking, forcemeats, and sausage production are introduced and practiced. Students will apply introductory plating techniques utilized in the foodservice industry and may begin to realize their own style as the Le Cordon Bleu techniques become more familiar.

LCBC135 – Nutrition

3 Credits

Prerequisite: None

This course is an introductory course in the study of the principles of human nutritional needs. Current dietary guidelines, the function of nutrients, and dietary fads will be discussed. Students will examine menus and recipes for modifications to optimizing nutritional content and balance the current trends in nutritional study with classical Le Cordon Bleu cuisine techniques. Emphasis will be placed on the relationship between diet, health, disease and how a food science foundation can benefit not only immune-challenged populations, but average healthy populations as well.



LCBC152 – Food in History

5 Credits

Prerequisite: None

Food in History provides students with an intellectual framework for understanding world history, the origins of food, and the development of cuisine. This course highlights religious, economic and cultural influences from the ancient period to the present. Emphasis is on the appreciation and understanding of important historical developments.

LCBC153 – Baking and Pastry

7 Credits

Prerequisites: LCBC105, LCBC110

This course covers the fundamentals of baking and pastry arts, which include terminology, technology, equipment, measurement, and formula conversions. Different classical mixing methods along with standard recipe adherence principles, bakery sanitation and product storage is discussed. Students have the opportunity to produce a variety of rich, lean and laminated doughs, cakes, icings, cookies, tarts, quick breads, stirred and baked custards, frozen desserts, chocolates, candies and plated desserts. Industry applications are emphasized as described by both classical Le Cordon Bleu cuisine techniques and customer demand in the modern-day bakery.

LCBC212 – Cuisine Across Cultures

8 Credits

Prerequisite: LCBC132 or Approval from the Executive Chef

This hands-on lab course traces common global ingredients used in many regional dishes. It combines lecture, demonstration, production, and presentation as a means to explore other cultures through the understanding of global culinary heritages. The attitudes and tastes of the more global and knowledgeable customer sets a greater expectation of balance in a professional culinarian's repertoire. Students examine food in the context of culture, geography, history and what influences cuisines have had on each other.

LCBC215 – Hospitality Supervision and Entrepreneurship

5 Credits

Prerequisite: None

This course provides fundamental principles in business plan development with areas concentrating on hospitality financials, menu mechanics, staff training, and development of employees. The course also addresses current legal issues that employers face, how to schedule full- and part-time employees for staff retention and maximum scheduling efficiency, and the benefits of fixed-, and variable-cost management through out the foodservice industry. Students in this course will have an opportunity through research to improve understanding of the demands of managing people in today's diverse workforce.

LCBC 222 – Catering & Buffets

7 Credits

Prerequisite: LCBC132

Introductory classical and contemporary garde manger techniques are emphasized in this course. Students prepare and serve food in a variety of settings. This hands-on production course covers three major areas in buffet and catering operations: business, preparation, and execution. The course approaches these operations in the areas of catering, theme parties, weddings, holidays, and special events. Additional topics include cyclical menu development and business aspects of a catering operation. Students will have an opportunity to combine kitchen skills with a sense of business and creativity. This course also provides an opportunity for students to find their own style and further their depth of knowledge regarding how to transition what they see in the kitchen and what the customer sees in delivery of the final product.

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LCBC225 – Wine and Beverage

3 Credits

Prerequisite: None

This course provides the student with the foundations necessary to understand and appreciate alcohol beverage service, a major profit center for the industry. Exploration into the various types of beverage service is emphasized. Focuses include wine, mixed drinks, coffees and teas, specialty beverages and how a beverage type can identify an establishment. Students are instructed in the art of wine evaluation, food pairing, and the basic understanding of the geography and history of wine. Other key components of the course include discussions on the processes involved in wine and spirit making including distillation, pasteurization, and wood aging. The course shows the importance of responsible alcohol service and the management of the responsibility that stems from operating a foodservice establishment with a liquor license.

LCBC230 – Contemporary Cuisine

4 Credits

Prerequisite: LCBC130 or Approval from the Executive Chef

This course will focus on the evolution of cuisine from classical methods to contemporary methods. Students will have the opportunity to broaden their sensory development and use critical thinking to formulate their own conclusions about flavor profiling. This course will also involve the exploration of culinary trends such as use of local ingredients, food preservation, and alternative diets through recipe design. Honing the technical skills and creative interpretation of plate presentation are among the applications highlighted in this course. Upon completion of this course, the student should be able to create and execute a nutritionally balanced menu that targets a particular customer profile with an emphasis on flavor, balance, and harmony while honoring the classical techniques even if using a more modern-day delivery presentation.

LCBC241 – Restaurant Rotation

8 Credits

Prerequisite: LCBC160 or Approval from the Executive Chef

In this final on-campus course, students have the opportunity to apply the skills taught throughout the curriculum. Students will be exposed to both front-of-the-house and back-of-the-house functions and discussion will focus on how the importance in understanding both areas balances a professionally run foodservice establishment. Students will complete their final skill-based practical exam during the course. Students may have the opportunity to demonstrate the understanding of restaurant service functions and professionalism at catered functions, by

working in-school restaurant shifts or through participation in a simulated restaurant experience. Other activities that may be demonstrated or reviewed include tableside cooking, wine service presentation, cheese service presentation, or tableside salesmanship of coffees, teas and after dinner liquors.

LCBC250 – Externship I

6 Credits

Prerequisites: All other required program courses must be completed prior to taking either of the externship courses unless permission is granted by the Executive Chef. The externship is the final applied component of the Le Cordon Bleu culinary program. The student will have the opportunity to develop and refine their culinary skills further with 180 hours of progressive industry experience alongside school-approved foodservice professionals.

LCBC255 – Externship II

6 Credits

Prerequisites: All other required program courses must be completed prior to taking either of the externship courses unless permission is granted by the Executive Chef. This second course is required of all certificate-seeking culinary arts students. The student will have the opportunity to develop and refine their culinary skills further during this additional 180 hours of progressive industry experience alongside school-approved foodservice professionals. Students may stay with the same site chosen for LCBC250, or they may explore an additional site.



LCBK102 – Introduction to Pâtisserie and Baking Techniques

7 Credits

Prerequisite: None

The course introduces the fundamental concepts, skills and techniques of basic baking. Special emphasis placed on the study of ingredient functions, product identification, and weights and measures as applied to baking. Students will have the opportunity to apply basic baking techniques in the preparation of cookies, cakes, muffins, tarts basic custards and petit fours. Traditional meringues, butter creams and Génoise sponge will be included.

LCBK 112 – Baking Principles and Viennoiserie

7 Credits

Prerequisite: LCBK102

Students will have the opportunity to develop the knowledge, skills and techniques required for the production and presentation of basic yeast products. Emphasis on the application of ingredient functions, product identification and recipe interpretation occurs throughout the module. Students will have the opportunity to apply their acquired understanding of basic baking concepts and techniques to the preparation of breads, enriched doughs and various artisan breads. Focus will also be given to phyllo dough, sweet dough, and Brioche; with emphasis on the method and production of Danish and croissant dough. Consistency of product, timing of production, and recipe development will be included.

LCBK122 – International Pâtisserie, Cake Formula and Assembly

7 Credits

Prerequisite: LCBK102

Students will explore pâte à choux, stirred and baked custards, Bavarians and mousses. The fundamental production of classical European desserts, crêpes, soufflé, sabayon and frozen desserts are included. Students will also have the opportunity to develop the skills and understanding of creamed, two-stage, and foamed cake methods. The student will have the opportunity to gain practical experience in the production, assembly, finish and decoration of cakes with various fillings and icings.

LCBK212 – Advanced Pâtisserie Techniques

8 Credits

Prerequisites: LCBK112, LCBK122

This course focuses on concepts, procedures and techniques to produce plated desserts. The course emphasizes the preparation and assembly of finished desserts, tempering chocolate, sauce preparation, and garnishes. The course will also include a Market Basket practical given in the last week covering all aspects taught in previous Pâtisserie and Baking lab classes.

LCBK222 – Centerpiece and Cake Decoration Techniques

7 Credits

Prerequisite: LCBK212

The course introduces students to the relevant concepts, procedures and techniques necessary to produce elaborate celebration cakes. The student will have the opportunity to develop skills in decorations made with pastillage, chocolate, gum paste, cooked sugar, nougatine and marzipan. Students will practice piping and décor appropriate to the production and decoration of wedding cakes.

LCBK232 – Advanced Showpiece and Confectionary Techniques

7 Credits

Prerequisite: LCBK222

Through demonstration and practical experience, students will have the opportunity to develop their artistic talents in the creation of candies, showpieces and centerpieces. Students explore a variety of mediums, which include chocolate, pastillage, nougatine and cooked sugar.

LCBK250 – Externship I

6 Credits

Prerequisites: All other required program courses must be completed prior to taking either of the externship courses unless permission is granted by the Executive Chef.

The externship is the final applied component of the Le Cordon Bleu Pâtisserie and Baking program. The student will have the opportunity to develop and refine their skills further with 180 hours of progressive industry experience alongside school-approved foodservice professionals.

LCBK255 – Externship II

6 Credits

Prerequisites: All other required program courses must be completed prior to taking either of the externship courses unless permission is granted by the Executive Chef.

This second course is required of all Pâtisserie and Baking students. The student will have the opportunity to develop and refine their skills further during this additional 180 hours of progressive industry experience alongside school-approved foodservice professionals. Students may stay with the same site chosen for LCBK250, or they may explore an additional site.

Le Cordon Bleu

Admissions Information

Admissions Policy

Students should apply for admission as soon as possible in order to be accepted for a specific program and start date. All applicants are required to complete a personal interview with an Admissions Representative, either in person or by telephone, depending upon the distance from the school. Parents and/or significant others are encouraged to attend. This gives applicants and their families an opportunity to see and learn about the school's equipment and facilities and to ask questions relating to the school's curriculum and career objectives. Personal interviews also enable school administrators to determine whether an applicant is a strong candidate for enrollment into the program.

In addition, each applicant must:

- Complete an Application form.
- Execute all enrollment documents including the Application form and Enrollment Agreement (if applicant is under 18 years of age, applicable enrollment documents must also be signed by a parent or guardian).
- Possess a standard high school diploma or recognized equivalent, or completion of a home education program pursuant to the requirements of the state of residence.
- Pass the Wonderlic Exam.
- Complete financial aid forms (if applicant wishes to apply for financial aid).
- Submit payment of registration fee (non-refundable unless applicant is denied admission or cancels application).
- Complete an Interview Acknowledgement Form and all other required documents.

The school reserves the right to reject applicants if the items listed above are not successfully completed.

Proof of High School Graduation

Le Cordon Bleu College of Culinary Arts requires each candidate to furnish proof of high school graduation, a General Educational Development Certificate (GED), or its equivalent, or other acceptable proof of graduation, including a conferred college degree from a valid institution providing secondary education, or equivalent of such graduation, no later than the student's start date. Any documents from countries outside the United States of America will be evaluated by a third-party. In these cases, the documents must be received by Le Cordon Bleu College of Culinary Arts by the student's start date. Students who fail to provide a valid proof of high school graduation will be subject to cancellation.

Wonderlic Exam

Applicants applying to Le Cordon Bleu College of Culinary Arts must take the Wonderlic® Scholastic Level Exam (SLE). Students applying from outside the Los Angeles region who are not available for immediate onsite testing are required to take the Wonderlic exam online.

In all cases, the full SLE must be completed. In addition, in order to be eligible for acceptance, applicants must achieve the following minimum scores prior to starting a program:

Le Cordon Bleu Diploma Programs:	12
Le Cordon Bleu Associate of Occupational Studies Degree Programs:	14

Applicants are to take the SLE following the completion of their enrollment. Applicants have the opportunity to retake the exam an additional three times if necessary.

A second attempt can be made a minimum of thirty (30) minutes after the first attempt.

A third attempt can be made a minimum of thirty (30) days after the first attempt.



A fourth and final attempt can be made a minimum of one (1) calendar year after the first attempt.

Those applying to a diploma program, who have earned an associate degree or higher from an accredited institution recognized by the U.S. Department of Education, and have provided official copies of their transcripts, will be exempt from taking the Wonderlic® exam.

Those applying to an associate degree program, who have earned a bachelor's degree or higher from an accredited institution recognized by the U.S. Department of Education, and have provided official copies of transcripts, will be exempt from taking the Wonderlic® exam.

Criminal Conviction Policy

In an effort to maintain a safe educational and working environment for students and staff, Le Cordon Bleu College of Culinary Arts does not accept applicants who are known to have certain types of criminal convictions in their backgrounds. Admitted students who are discovered to have misrepresented their criminal conviction history to Le Cordon Bleu College of Culinary Arts are subject to immediate dismissal. Similarly, students who commit certain types of crimes while enrolled are subject to immediate dismissal. As such, students convicted of any criminal offense while enrolled must report that conviction to the school within ten (10) days of receiving the conviction. Students who fail to report a criminal conviction while enrolled are subject to immediate dismissal. Le Cordon Bleu College of Culinary Arts reserves the right to conduct criminal background checks on applicants and students in circumstances deemed appropriate by Le Cordon Bleu College of Culinary Arts.

Waiver Policy

Registration fees are waived under the following circumstances:

- For a prospective student who previously applied to and paid the registration fee at any Le Cordon Bleu school but did not start (within 365 days from the payment of the registration fee) and was not refunded his or her registration fee
- For a former Le Cordon Bleu school student who previously paid the registration fee and attended any Le Cordon Bleu school but withdrew or was dismissed (within 365 days from the withdrawal or dismissal date) and was not refunded his or her registration fee.
- For a prior graduate from any Le Cordon Bleu school in the United States.

Admissions Procedures for International Students

International students who are eligible for the issuance of an I-20 may enroll directly into an Associate of Occupational Studies degree program at the Non-Resident tuition and fee level. All others must complete the prerequisite requirement of successful completion of a Diploma/Certificate program prior to enrolling in an Associate of Occupational Studies degree program as listed in the school's catalog.

English Proficiency

Le Cordon Bleu College of Culinary Arts does not provide English-as-a-second language instruction. Students are required to speak English in classes that are taught in English. Students whose native language is not English and are enrolling in programs taught in English are required to provide proof of English proficiency by one of the following:

- Test of English as a Foreign Language (TOEFL) with an Internet-Based Test

(iBT) score of 61 or higher, Paper-Based Test score of 500 or higher, or Computer-Based Test (CBT) score of 173.

- Advance Placement International English Language (APIEL) with a score of 173 or higher.
- International English Language Testing System (IELTS) with a level of 6 or higher.
- A grade of 'C' or better in an intermediate ESL course.
- Graduation from an English-speaking secondary institution.
- Evidence of having completed 12 semester hours or 18 quarter hours with at least a 'C' (70%) average at a postsecondary institution in which English was the language of instruction;
 - or –
- Completion of an interview with the Executive Chef or his/her designee.

Decisions may be appealed to the Executive Chef then the President.

Non-Discrimination

The school admits students without regard to race, gender, sexual orientation, religion, creed, color, national origin, ancestry, marital status, age, disability, or any other factor prohibited by law.

Re-Entering Students

Students who have previously attended the school will be subject to the same admission requirements and procedures as new applicants, with the exception of the registration fee for all students who re-enter less than a year after leaving the school. All re-entering students must complete a new Enrollment Agreement and are charged the rate of tuition and fees in effect at the time of re-entry.

Le Cordon Bleu

Financial Aid Information

Financial Assistance

Financial aid is available for those who qualify. Le Cordon Bleu College of Culinary Arts participates in a variety of financial aid programs for the benefit of students. Students must meet the eligibility requirements of these programs in order to participate. Le Cordon Bleu College of Culinary Arts administers its financial aid programs in accordance with prevailing federal and state laws and its own institutional policies. Students are responsible for providing all requested documentation in a timely manner. Failure to do so could jeopardize the student's financial aid eligibility. In order to remain eligible for financial aid, students must maintain satisfactory academic progress as defined in this catalog.

It is recommended that students apply for financial aid as early as possible in order to allow sufficient time for application processing. Financial aid must be approved, and all necessary documentation completed, before the aid can be applied toward tuition and fees. Financial aid is awarded on an award-year basis; therefore, depending on the length of the program it may be necessary to re-apply for aid for each award year. Students may have to apply for financial aid more than once during the calendar year, depending on their date of enrollment. Students who need additional information and guidance should contact the Financial Aid Office.

How to Apply

Students who want to apply for federal aid (and state aid, if applicable) must complete a Free Application for Federal Student Aid (FAFSA) each year. This application is available online at the Le Cordon Bleu College of Culinary Arts Website (www.Chefs.edu/Los-Angeles) or at <http://fafsa.ed.gov>. The FAFSA applications are processed through the Department of Education and all information is confidential. Students must be accepted at Le Cordon Bleu College of Culinary Arts before financial aid packages can be estimated and processed.

Disbursement of Title IV Credit Balance (Books)

Regulations require that certain Pell Grant eligible students be provided by the seventh (7th) day of classes a means to obtain or purchase required books and supplies. This provision is available only to students who have submitted all required title IV financial aid paperwork at least ten (10) days before the beginning of classes and who are anticipated to have a credit balance, and is subject to certain other conditions. The amount advanced (or books provided) to eligible students for such purchases is the lesser of: the standard estimated book costs used in the school's Cost of Attendance, or the student's anticipated Title IV credit balance for the term (excluding Stafford Loans for first-year first-time borrowers). Determination of delivery of books or of the credit balance is determined by the school.

Students may opt out of using the way the school has chosen to fulfill this requirement, simply not accepting the books or credit balance. However, keep in mind that opting out does not require the school to provide the student with an alternative delivery method.

Books and supplies are billed to the student's account each payment period. Books, kits, and uniforms are provided by the second day of class to registered students who have submitted all required FA paperwork.

Financial Aid Programs

Federal Pell Grant

This grant program is designed to assist needy undergraduate students who desire to continue their education beyond high school. Every student is entitled to apply for a Federal Pell Grant. Eligibility is determined by a standard federal formula, which takes into consideration family size, income and resources to determine need. The actual amount of the award is based upon the cost of attendance, enrollment status, and the amount of money appropriated by Congress to fund the program. The Federal Pell Grant makes it possible to provide a foundation of financial aid to help defray the cost of a postsecondary education. Unlike loans, the Federal Pell Grant does not usually have to be paid back.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The FSEOG is a grant program for undergraduate students with exceptional need with priority given to students with Federal Pell Grant eligibility. The federal government allocates FSEOG funds to participating schools. This is a limited pool of funds and the school will determine to whom and how much it will award based on federal guidelines. Often, due to limited funding, FSEOG award resources are exhausted early in the year.



State Grants

California State Grants A, B, C

Cal Grant awards are state-funded monetary grants given to students to help pay for college expenses. The awards do not have to be paid back.

How to Apply for a Cal Grant Entitlement Award

Step One: Fill out and submit a Free Application for Federal Student Aid (FAFSA). The FAFSA form is a federal form that must be filed by any student who wants to be considered for college financial aid. For a Cal Grant, the FAFSA must be completed and filed with the federal processor by March 2nd of each year.

Step Two: File a verified grade point average (GPA) with the California Student Aid Commission by no later than March 2nd.

Chafee Grant

The California Chafee Grant Program gives up to \$5,000 annually in free money to foster youth and former foster youth to use for vocational school training or college courses.

BLEU Grant

Le Cordon Bleu College of Culinary Arts offers institutional grants to students who have exhausted all federal, state, and private grants or scholarships, have an outstanding tuition balance and are enrolled in the following programs: Associate of Occupational Studies in Le Cordon Bleu Culinary Arts (21 month), Associate of Occupational Studies in Le Cordon Bleu Pâtisserie and Baking (21 month), Diploma program in Le Cordon Bleu Culinary Arts, and Diploma program in Le Cordon Bleu Pâtisserie and Baking. Grants may range from \$322 to \$18,446. Students will be considered for the grant upon completion of the admissions application process and the financial aid application process, with no

separate grant application required. The college makes available a limited amount of money each year for such grants. Once it is determined that available funding is exhausted, grants will not be awarded to otherwise eligible students. For 2012, \$4,890,569 has been budgeted for institutional grants.

Loans

Federal Student and Parent Loans

The Department's major form of self-help aid includes loans to students and parents through the William D. Ford Federal Direct Loan (Direct Loan) Program. Direct Loans include Federal Stafford, Federal Parent-PLUS, Federal Grad-PLUS and Federal Consolidation Loans and are available through the U.S. Government.

Federal Direct Stafford

Federal Stafford loans are low-interest loans that are made to the student. The loan must be used to pay for direct (tuition and fees, books and supplies) and indirect (room, board, transportation and personal expenses) education related expenses. Subsidized loans are based on need while unsubsidized loans are not. Repayment begins six months after the student graduates, withdraws from school, or falls below half-time enrollment status.

Federal Direct Parent-PLUS Loans

The William D. Ford Federal Direct Parent-PLUS Loan is a low-interest loan available to parents of dependent undergraduate students. These loans are not based on need but when combined with other resources, cannot exceed the student's cost of education. A credit check on the parent borrower is required and either or both parents may borrow through this program. Repayment begins within 60 days of final disbursement of the loan within a loan period. However, parents may request

deferment of payments while the student is attending at least half time.

Other Programs

Federal Work Study (FWS)

FWS is a financial aid program designed to assist students in meeting the cost of their education by working parttime while attending school. Positions may either be on campus, off campus, or community-service related. A candidate must demonstrate need to be awarded FWS. The number of positions available may be limited depending upon the institution's annual funding allocation from the federal government.

Private Loans

Various lending institutions offer loans to help cover the gap between the cost of education and the amount of federal and state eligibility.

A co-signer may be required to meet the loan program's credit criteria. Interest rates may vary and are typically based on the prime rate or the Treasury Bill rate. Contact the specific lender for more information.

Veterans' Educational Benefits

Le Cordon Bleu College of Culinary Arts is approved by the applicable State Approving Agency for Veterans Affairs and participates in many Veterans' Educational Benefit programs. Students interested in Veterans' Educational Benefits should contact either the campus certifying official or the Financial Aid Department. Veterans who are unsure of their benefit eligibility or have additional eligibility questions should contact the Veterans Administration at (800) 827-1000, or 888-GI Bill-1 [(888) 442-4551], or go to <http://www.gibill.va.gov/>. Eligible students must maintain satisfactory academic progress and all applicable eligibility requirements to continue receiving Veterans' Educational Benefits.

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Yellow Ribbon Grant

In accordance with the VA-Yellow Ribbon Program, a provision of the Post-9/11 Veterans Educational Assistance Act of 2008, Le Cordon Bleu College of Culinary Arts has established a Yellow Ribbon Grant. Eligibility and amounts are determined on an annual basis and are subject to change.

To be eligible for the grant, a candidate must be accepted for admission to Le Cordon Bleu College of Culinary Arts, be eligible for Chapter 33 Post-9/11 Veterans Benefits at the 100% rate, as determined by the Department of Veterans Affairs, complete the appropriate Le Cordon Bleu College of Culinary Arts attestation form and allow for the verification of their Chapter 33 Post-9/11 eligibility via a DD-214 Member-4, Certificate of Eligibility or comparable government document. The conditions are as follows:

- Candidates must be either an eligible Veteran or a Dependent of an eligible Veteran who meets the Chapter 33 Post-9/11 GI Bill Transferability requirements.
- Candidates must apply and be accepted for admission to Le Cordon Bleu College of Culinary Arts to be eligible.
- The Yellow Ribbon Grants are applied as a credit to the student's account and no cash payments will be awarded to the student.
- The Yellow Ribbon Grant is used exclusively towards current program charges.
- The Yellow Ribbon grant is awarded for each period in the program that the student is determined eligible and where the grant is needed.

- The Yellow Ribbon Grant is non-transferrable and non-substitutable and cannot be combined with any other institutional grant at Le Cordon Bleu College of Culinary Arts.

Le Cordon Bleu College of Culinary Arts is committed to assisting military students in determining the best options available to them. To receive additional information on Veterans' Educational Benefits eligibility, please contact the Veterans' Administration at (800) 827-1000 or (888) GI Bill-1 [(888) 442-4551]. You may also visit the VA Website at <http://www.gibill.va.gov>.

Institutional Scholarships

Career Education Scholarship Fund

Career Education Scholarship Fund (CESF) is a non-profit 501(c) (3) dedicated for providing scholarships to CEC students with financial need. CESF raises money through various means to provide these scholarships. Application and deadline requirements are published through the Le Cordon Bleu College of Culinary Arts Business Office Manager.

Le Cordon Bleu Scholarships

All applicants of the following scholarships must be enrolled full time.

Alumni Referral Scholarship

Le Cordon Bleu offers Alumni Referral Scholarships to students who submit a letter of recommendation from an alumnus of the institution. Applicants must have exhausted all federal and state funding and have an outstanding tuition balance. Each start date, a maximum of three students at each applicable institution will be offered \$500 scholarships for their first academic year. Students will be considered for the Le Cordon Bleu Alumni Referral Scholarship once they have completed the admissions application process, have a valid

Institutional Student Information Record (ISIR) on file, and have submitted both the Le Cordon Bleu Alumni Referral Scholarship application and their recommendation letter. Applications are due by the end of the add/drop period for each start date; awards will be based on financial need as well as quality of recommendation. Scholarship recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog to remain eligible for the scholarship. Scholarship applications will be evaluated as they are received. Once the maximum number of scholarships is awarded for the start and/or for the year, no additional scholarships will be awarded for that start or year. For 2012, a maximum of twenty (20) first-year scholarships will be awarded at each applicable institution totaling \$10,000 in Le Cordon Bleu Alumni Referral Scholarships.

Best of the Best Scholarship

Le Cordon Bleu offers Best of the Best Scholarships to students who graduate high school or college with a GPA of 3.5 or higher. Students must have exhausted all federal and state funding and have an outstanding tuition balance. Each start date, a maximum of three (3) students at each applicable institution will be offered up to \$2,500 scholarships for their first academic year. Students will be considered for the Best of the Best Scholarship once they have completed the admissions application process, have a valid Institutional Student Information Record (ISIR) on file, and have submitted the Best of the Best Scholarship application and their high school/college transcript. Applications are due by the end of the add/drop period for each start date; awards will be based on financial need as well as academic achievement. Scholarship



recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog and maintain a GPA of 3.2 to remain eligible for the scholarship. Scholarship applications will be evaluated as they are received. Once the maximum number of scholarships is awarded for the start and/or for the year, no additional scholarships will be awarded for that start or year. For 2012, a maximum of ten (10) first-year scholarships at each applicable institution will be awarded totaling \$25,000 in Le Cordon Bleu Best of the Best Scholarships.

Foundations Scholarship

Le Cordon Bleu offers Foundations Scholarships to students who complete a 500-700 word-processed essay on the topic of, "What drives your passion for the foodservice industry?" Students must have exhausted all federal and state funding and have an outstanding tuition balance. For both the April and the November start date, a maximum of two students at each applicable institution will be offered \$500 scholarships for their first academic year. Students will be considered for the Foundations Scholarship once they have completed the admissions application process, have a valid Institutional Student Information Record (ISIR) on file, and have submitted both the Foundations Scholarship application and the required essay. Applications are due by the end of the add/drop period for each start date and awards will be based on financial need as well as quality of essay. Scholarship recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog to remain eligible for the scholarship. Le Cordon Bleu makes available a limited amount of money each

year for such scholarships. Once the available funding is exhausted, scholarships will not be awarded to otherwise eligible students. For 2012, a maximum of four (4) first-year scholarships at each applicable institution will be awarded totaling \$2,000 in Le Cordon Bleu Foundations Scholarships.

Student Leader Scholarship

Le Cordon Bleu offers Student Leader Scholarships to students who graduate high school or college with a GPA of 3.2 or higher. Applicants must have exhausted all federal and state funding and have an outstanding tuition balance. Each start date, a maximum of three students at each applicable institution will be offered \$1,000 scholarships for the student's first academic year. Students will be considered for the Student Leader Scholarship once they have completed the admissions application process, have a valid Institutional Student Information Record (ISIR) on file, and have submitted both the Student Leader Scholarship application and their high school/college transcript. Applications are due by the end of the add/drop period for each start date; awards will be based on financial need as well as academic achievement. Scholarship recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog and maintain a GPA of 3.2 to remain eligible for the scholarship. Scholarship applications will be evaluated as they are received. Once the maximum number of scholarships is awarded for the start and/or for the year, no additional scholarships will be awarded for that start or year. For 2012, a maximum of ten (10) first-year scholarships will be awarded at each applicable institution totaling \$10,000 in Le Cordon Bleu Student Leader Scholarships.

Urban Leader Scholarships

Le Cordon Bleu offers Urban Leader Scholarships to students who graduated high school or college with a GPA of 3.0 or higher, who live in the larger urban city areas* and whose parents received no postsecondary academic training. Students must have exhausted all federal and state funding and have an outstanding tuition balance. Each start date, a maximum of three students at each applicable institution will be offered \$1,000 scholarships for their first academic year. Students will be considered for the Urban Leader Scholarship once they have completed the admissions application process, have a valid Institutional Student Information Record (ISIR) on file, and have submitted the Scholarship application and supporting documents. Applications are due by the end of the add/drop period for each start date; awards will be based on financial need as well as academic achievement and commitment to service and leadership. Scholarship recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog and maintain a GPA of 3.0 to remain eligible for the scholarship. Scholarship applications will be evaluated as they are received. Once the maximum number of scholarships is awarded for the start and/or for the year, no additional scholarships will be awarded for that start or year. For 2012, a maximum of ten (10) first-year scholarships at each applicable institution will be awarded totaling \$10,000 in Le Cordon Bleu Urban Leader Scholarships.

**Contact the financial aid office to inquire about the urban city areas.*

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Member Scholarship

Le Cordon Bleu offers Member Scholarships to students who are members in a national student organization (SkillsUSA, ProStart, FCCLA). Students must have exhausted all federal and state funding and have an outstanding tuition balance. In 2012, a maximum of two students at each applicable institution will be offered up to \$2,000 scholarships for their first academic year. Students will be considered for the Member Scholarship once they have completed the admissions application process, have a valid Institutional Student Information Record (ISIR) on file, and have submitted the Member Scholarship application and supporting documentation of membership. Applications are due by the end of the add/drop period for each start date; awards will be based on financial need as well as membership. Member Scholarships cannot be combined with any other National Student Organization Competition Scholarship. Scholarship recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog to remain eligible for the scholarship. Scholarship applications will be evaluated as they are received. Once the maximum number of scholarships is awarded for the start and/or for the year, no additional scholarships will be awarded for that start or year. For 2012, a maximum of two (2) scholarships at each applicable institution will be awarded totaling \$4,000 in Le Cordon Bleu Member Scholarships.

Officer Scholarship

Le Cordon Bleu offers Officer Scholarships to students who are members in a national student organization and are also an officer of SkillsUSA or FCCLA. Students must have exhausted all federal and state funding

and have an outstanding tuition balance. In 2012, a maximum of two students at each applicable institution will be offered \$500 scholarships for their first academic year. Students will be considered for the Officer Scholarship once they have completed the admissions application process, have a valid Institutional Student Information Record (ISIR) on file, and have submitted the Officer Scholarship application and supporting documentation of membership. Applications are due by the end of the add/drop period for each start date; awards will be based on financial need as well as membership. Officer Scholarships cannot be combined with any other National Student Organization Competition Scholarship. Scholarship recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog to remain eligible for the scholarship. Scholarship applications will be evaluated as they are received. Once the maximum number of scholarships is awarded for the start and/or for the year, no additional scholarships will be awarded for that start or year. For 2012, a maximum of two (2) scholarships at each applicable institution will be awarded totaling \$1,000 in Le Cordon Bleu Officer Scholarships.

SAT/ACT Accomplishment Scholarship

Le Cordon Bleu offers SAT/ACT Accomplishment Scholarships to students with SAT scores of 550 or better in Math and 550 or better in Critical Reading or ACT scores of 20 or better in Math and 20 or better in English. Students must have exhausted all federal and state funding and have an outstanding tuition balance. Each start date, a maximum of three students at each applicable institution will be offered \$1,000 scholarships for their first academic year. Students will be considered for the SAT/ACT Accomplishment Scholarship

once they have completed the admissions application process, have a valid Institutional Student Information Record (ISIR) on file, and have submitted the Scholarship application and the required official SAT/ACT transcripts. Applications are due by the end of the add/drop period for each start date; awards will be based on financial need as well as SAT/ACT scores. Scholarship recipients must continue to satisfy the school's stated Standards of Academic Progress (SAP) as defined in the school's catalog to remain eligible for the scholarship. Scholarship applications will be evaluated as they are received. Once the maximum number of scholarships is awarded for the start and/or for the year, no additional scholarships will be awarded for that start or year. For 2012, a maximum of ten (10) first year scholarships at each applicable institution will be awarded totaling \$10,000 in Le Cordon Bleu SAT/ACT Scholarships.

Cancellation Policy

A student has the right to cancel his/her Enrollment Agreement, without any penalty or obligations, up until attendance at the first class session or the seventh calendar day after enrollment, whichever is later. If this Agreement is not accepted by the college or if the college cancels this Agreement prior to the first day of class attendance, monies paid to the school, including the registration fee, will be refunded. All requests for cancellation by the student must be made in writing and mailed or hand delivered to the Director of Admissions at 530 East Colorado Boulevard, Pasadena CA 91101. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by this Agreement.



State Pro-Rata Refund Policy Withdrawal and Refund

You have the right to withdraw from the college at any time. Refunds are made for a student who withdraws or is withdrawn from the college prior to the completion of his/her program and is based on the tuition billed for the term in which the student withdraws, according to the schedule set forth in the next column. Refunds will be based on the total charge incurred by the student at the time of withdrawal, not the amount the student has actually paid. The student will receive a pro-rata refund for the unused portion of tuition. Tuition and fees attributable to any term beyond the term of withdrawal will be refunded in full. Any tools, equipment and/or uniforms that have been issued are nonrefundable. If textbooks are returned to the college in good condition, allowing for reasonable wear and tear, the college shall refund the textbook charges paid to the school by the student. The cost of these items can be found in the Tuition and Fee Information addendum to the catalog. When a Student withdraws from the institution, he/she must complete a student withdrawal form with the Registrar. The date from which refunds will be determined is the last date of recorded attendance. Refunds will be made within 30 calendar days of the notification of an official withdrawal or date of determination of withdrawal by the institution. If a student withdraws or is withdrawn prior to the end of the term, he/she is subject to the Return of Title IV Funds policy which may increase his/her balance due to the college. If there is a balance due to the college after all Title IV funds have been returned, this balance will be due immediately, unless a cash payment agreement for this balance has been approved by the college. Credit balances due to the Student of less than \$5 (after all refunds have been made) will not be refunded

to the student/lender unless requested by the student.

For the purpose of determining a refund, a student shall be deemed to have withdrawn from the college when any of the following occurs:

1. The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
2. The school terminates the student's enrollment.
3. The student incurs ten (10) consecutive absences and does not communicate directly with the school (or meet attendance policy or leave of absence requirements as stated in the school's catalog) regarding the nature of those absences. In this case, the date of withdrawal shall be deemed the last date of recorded attendance.

If any portion of the student's tuition was paid from the proceeds of a loan, then the refund, if any, will be sent to the lender or to the agency that guaranteed the loan. Any remaining amount of refund will first be used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received. Any remaining amount will be paid to the student.

Refunds to Loan and Grant Sources

Refunds to loan and grant sources may create a balance due from the student to the college. If a student receives financial aid and/or Veterans' Educational Benefits, he/she will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student is eligible for a loan guaranteed by the federal or state government and he/she defaults on the loan, both of the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which he/she are entitled to reduce the balance owed on the loan.
2. The student may not be eligible for any other federal financial aid at another institution or other government assistance until the loan is repaid.

There are no refunds on books and/or supplies provided to the student, or fees charged for any student who starts classes at the college and then later withdraws.

In addition, there are no refunds on books and/or supplies provided to the student, or fees charged for any student who starts classes at the college and then is later dismissed for any reason.

Student Tuition Recovery Fund Disclosures

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

- You are a student, who is a California resident and prepays all or part of your tuition either by cash, guaranteed student loans, or personal loans and;
- Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

- You are not a California resident, or are not enrolled in a residency program; or
- Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

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The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by California residents who were students attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other cost.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

Return of Title IV Funds

A recipient of federal Title IV financial aid who withdraws or is dismissed from school during a payment period or period of enrollment in which the student began attendance will have the amount of Title IV funds they did not earn calculated according to federal regulations. This calculation will be based on the student's last date of attendance and the date the school determines that the student has withdrawn from school (see withdrawal policy), or the date of dismissal for a student who is dismissed by the institution.

The period of time in which Title IV financial aid is earned for a payment period or period of enrollment is the number of calendar days the student has been enrolled for the payment period or period of enrollment up to the day the student withdrew, divided by the total calendar days in the payment period or period of enrollment. The percentage is multiplied by the amount of Title IV financial aid for the payment period or period of enrollment for which the Title IV financial aid was awarded to determine the amount of Title IV financial aid earned. The amount of Title IV financial aid that has not been earned for the payment period or period of enrollment, and must be returned, is the complement of the amount earned. The amount of Title IV financial aid earned and the amount of the Title IV financial aid not earned will be calculated based on the amount of Title IV financial aid that was disbursed for the payment period or period of enrollment upon which the calculation was based. A student will have earned 100% of the Title IV financial aid disbursed for the payment period or period of enrollment if the student withdrew after completing more than 60% of the payment period or period of enrollment.

For R2T4 purposes in a term based program with modules, a student is considered to have withdrawn, IF they do not complete all of the days they were scheduled to complete in the payment period or period of enrollment. The R2T4 calculation is required for all students who have ceased attendance; other than those on an approved LOA, or those who have attested to an expected return to a future module within the same term.

Schools are required to determine Title IV funds that must be refunded based upon the percentage of the payment period completed prior to withdrawing. Title IV funds must be returned to the program based upon a tuition refund or if the student received an overpayment based upon costs not incurred but for which Title IV was received.

Once the amount of Title IV financial aid that was not earned has been calculated, federal regulations require that the school return Title IV funds disbursed for the payment period or period of enrollment and used for institutional costs in the following order:

1. Loans
 - a) Unsubsidized Federal Direct Stafford Loans.
 - b) Subsidized Federal Direct Stafford Loans.
2. Federal Direct PLUS loans received on behalf of the student.
3. Federal Pell Grants.
4. Federal SEOG.
5. Other grant or loan assistance authorized by Title IV of the HEA.



If the amount of unearned Title IV financial aid disbursed exceeds the amount that is returned by the school, then the student (or parent, if a Federal Parent-PLUS Loan) must return or repay, as appropriate, the remaining grant and loan funds. The student (or parent, if a Federal PLUS Loan) will be notified of the amount that must be returned or paid back, as appropriate.

Withdrawal Date

The withdrawal date used to determine when the student is no longer enrolled at Le Cordon Bleu College of Culinary Arts is the date indicated in written communication by the student to the Academics office. If a student does not submit written notification, the school will determine the student's withdrawal date based upon federal regulations and institutional records.

For Federal student loan reporting purposes, the student's last date of attendance will be reported as the effective date of withdrawal for both official withdrawals and those who do not complete the official withdrawal process.

Please note that the above policy may result in a reduction in school charges that is less than the amount of Title IV financial aid that must be returned. Therefore, the student may have an outstanding balance due the school that is greater than that which was owed prior to withdrawal.

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Academic Information

Unit of Credit

The Quarter Credit hour is the unit of academic measurement used by Le Cordon Bleu College of Culinary Arts. A minimum of 10 lecture hours of not less than 50 minutes each plus outside reading and/or preparation; 20 laboratory hours; or 30 externship hours; or an appropriate combination of all three constitutes one Quarter Credit hour.

Definition of a Credit Hour

The institution awards Quarter Credit hours to reflect the successful completion of pre-determined course learning objectives and requirements. A Quarter Credit hour represents an institutionally established equivalency of work or learning corresponding to intended learning outcomes and verified by evidence of student achievement. The institution has established equivalencies that reasonably approximate expected learning outcomes resulting from the following time commitments:

1. One (1) hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 10-12 weeks, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practical, studio work, and other academic work leading to the award of credit hours.

Transfer of Credit to Other Schools

Le Cordon Bleu College of Culinary Arts does not imply or guarantee that credits completed at Le Cordon Bleu College of Culinary Arts will be accepted by or transferable to any other college, university, or institution, and it should not be assumed that any credits for any courses described in this catalog can be transferred to another institution. Each institution has its own policies governing the acceptance of credit from other institutions such as Le Cordon Bleu College of Culinary Arts. Students seeking to transfer credits earned at Le Cordon Bleu College of Culinary Arts to another institution should contact the other institution to which they seek admission to inquire as to that institution's policies on credit transfer.

Transfer of Credit to Le Cordon Bleu College of Culinary Arts

Students who previously attended an accredited college or university recognized by the U.S. Department of Education may be granted transfer credit, at the sole discretion of Le Cordon Bleu College of Culinary Arts. Courses taken at the previous institution must be determined by Le Cordon Bleu College of Culinary Arts to be sufficiently equivalent to courses offered at Le Cordon Bleu College of Culinary Arts. In addition, Le Cordon Bleu College of Culinary Arts must determine that those courses are applicable to their program of study at Le Cordon Bleu College of Culinary Arts. Only courses in which the student earned a grade of 'C' or above will be considered for transfer. Students seeking to transfer credit are responsible for having official transcripts forwarded to Le Cordon Bleu College of Culinary Arts for review. Students may also be required to submit a school catalog. Students must petition for transfer credit with the Associate Registrar as soon as

possible after admission. It is recommended that all prior coursework be submitted prior to matriculation, but no later than the end of registration for the student's first block of study.

Students who receive transfer credit will have the program tuition charge pro-rated based upon the remaining number of credits the student must earn in order to graduate. The Business Office will make the appropriate tuition adjustment.

Residency

Students are required to earn a minimum of 50 percent of their credits in residence at the college. Students transferring from another Le Cordon Bleu school in North America may be allowed to carry in more program credits at the discretion of the Executive Chef but would be required to earn a minimum of 25 percent of their credits in residence at the college.

Attendance

Regular classroom attendance is not only an essential ingredient for academic achievement, but is also a fundamental building block for success in the hospitality industry after graduation. As part of the course requirements, students must attend at least 80 percent of the scheduled time for each course in order to achieve satisfactory attendance. Students in any of the externship courses are required to complete all scheduled hours and record attendance throughout the scheduled course to achieve satisfactory attendance. Students who do not achieve satisfactory attendance may earn a failing grade on their transcripts and may be required to repeat the course. Absences will include tardiness or early departures. Students who are not in attendance for any portion of a class will accrue time absent calculated in percentage increments of 25, 50, or 100 percent of the



class period as reflected on each daily roster. Students who have been absent from all their scheduled classes for more than 21 consecutive calendar days not including scheduled college holidays or breaks, and/or students who officially withdraw from all current courses will be administratively withdrawn from the college.

Make-up Policy

If a student arrives late to class, and a test is still in progress, the student may take the test with no penalty. If a student misses a test or an assignment, the test/assignment will have ten (10) points deducted from the score. The student must contact his/her instructor to arrange to make-up the test/assignment prior to his/her return to the next scheduled class. If a student does not contact the instructor to make-up the test/assignment before the day he/she returns to the next scheduled class, the student will receive a zero (0) for the test/assignment.

California Food Handler Requirement

The California Food Handler Card law requires all persons working in certain

foodservice establishments within the state of California to attend a course in food safety provided by a certification organization, pass a test and receive a Food Handler Card. Students attending the Le Cordon Bleu College of Culinary Arts in Los Angeles will be required to complete the requirements for Serve Safe Manager Certification or the California Food Handler Card successfully as a prerequisite when beginning any course that involves the production of food for sale to the public and deemed by the state of California as requiring a California Food Handler Card. Valid certification must be presented prior to entering courses with this prerequisite. Failure to meet this requirement will make them ineligible to complete program requirements which may lead to withdrawal from their course of study. This requirement may also be applicable to employment in the industry.

Course LCBC105 – The ServSafe Manager Exam and preparation in this course meets state requirements. Students must pass the Serve Safe test offered during LCBC105 to

receive their certification. Failure to pass this test will require the student to retake the ServSafe exam or obtain a California Food Handler Card at additional costs through an agency outside of Le Cordon Bleu College of Culinary Arts in Los Angeles.

Grading System

Grade reports are available to students online through the Student Portal at the completion of each term, module or quarter. Course grades are based on the quality of work as shown by written tests, laboratory work, term papers, and projects as indicated on the course syllabus. Earned quality points are calculated for each course by multiplying the quality point value for the grade received for the course times the credit hour value of the course. For example, a 4.0 credit course with a grade of ‘B’ would earn 12.0 quality points [credit value of course (4) times quality point value of ‘B’ (3)]. The Cumulative Grade Point Average (CGPA) is calculated by dividing the total earned quality points by the total credits completed.

Grade Chart

Letter Code	Description	Included in Credits Earned	Included in Credits Attempted	Included in CGPA	Included in Quality Points
A	A	Yes	Yes	Yes	4.00
B	B	Yes	Yes	Yes	3.00
C	C	Yes	Yes	Yes	2.00
D	D	Yes	Yes	Yes	1.00
F	F	No	Yes	Yes	0.00
I	Incomplete	No	Yes	No	n/a
W	Withdrawn	No	Yes	No	n/a
WF	Withdrawn-Failure	No	Yes	Yes	0.00
P	Pass	Yes	Yes	No	n/a
TC	Transfer	Yes	Yes	No	n/a
PR	Proficiency Credit	Yes	Yes	No	n/a
L	Leave of Absence	No	No	No	n/a

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Application of Grades and Credits

The grade chart on the previous page describes the impact of each grade on the student's academic progress. For calculating rate of progress, grades of 'F' (failure), 'W' (withdrawn), and 'WF' (withdrawn/failure) are counted as hours attempted, but are not counted as hours successfully completed. Students who wish to withdraw from a course at any time need to fill out a Course Withdrawal Form available in the Registrar's Office. Courses the student officially drops before the third course meeting will not be recorded on the student's transcript. A 'W' will be awarded to a student who officially drops after the third course meeting has commenced and before the last week of the course. Official withdrawal at any point during the last week of the course will result in the student receiving a 'WF'.

Course Repeats

The student must repeat any required course in which a grade of 'F', 'W', or 'WF' is received. Students will only be allowed to repeat courses in which they received a 'D' or below. In the case of a 'D' or 'F', the better of the two grades is calculated into the CGPA. The lower grade will include a double asterisk indicating that the course has been repeated. Both original and repeated credits will be counted as attempted credits in rate of progress calculations. Federal financial aid may only be used for one repeat of a previously passed course.

A fee will be charged to repeat a class (see addendum for details).

To receive an incomplete ('I'), the student must petition to the instructor, before the last day of the course, for an extension to complete the required coursework. The student must be able to pass the course with the completed work. Incomplete grades that are not completed within eight (8) business

days after the beginning of the next session will be converted to an 'F' and will affect the student's CGPA accordingly. Le Cordon Bleu College of Culinary Arts reserves the right to extend the time needed to fulfill the incomplete.

Students who disagree with a grade they have received should contact the instructor if they wish to discuss their concern. If the student is unable to resolve the dispute with instructor, he or she should write a letter of appeal no later than seven (7) days after following the end of the course explaining the reasons for the dispute to the Executive Chef who will investigate the dispute and recommend a decision. The Executive Chef will issue the student a final decision within five (5) business days.

'TC' and 'PR' credits are included in the maximum time in which to complete and the rate of progress calculation but are not counted in the CGPA.

Proficiency Credit

Proficiency credit for certain courses may be granted to students who present official documentation of qualifying scores of Advanced Placement, International Baccalaureate Credit, or other appropriate documentation determined by the Executive Chef or his/her designee. Credit for AP coursework is based solely upon the student's performance on the national examination administered by the College Board. A score of three (3) or better on the AP examination is required for proficiency credit. A score of four (4) or better is required for International Baccalaureate Credit.

Proficiency credit may also be granted to students who hold current specific industry-recognized professional certification. Such certifications will be evaluated by the Executive Chef or designee for proficiency

credit. Students are responsible for having official documentation of certification exam results forwarded to Le Cordon Bleu College of Culinary Arts in Los Angeles for evaluation. Evaluations and supporting documentation will be retained in the student's academic file.

Proficiency credit is noted on the student's transcript with a 'PR'. Proficiency credits are not calculated in the GPA, CGPA, or rate of progress. If a student receives proficiency credit and later enrolls in the course, the grade earned in the course will be calculated in the GPA, CGPA, and rate of progress. All tests and supporting documentation for proficiency credit will be retained in the student's academic file.

Add/Drop Period

During the start of each grading period students are allowed to make modifications to their schedules without incurring any academic penalty. The add/drop period is five (5) calendar days from the start of the grading period.

Standards of Satisfactory Academic Progress (SAP)

All students must maintain satisfactory academic progress in order to remain in attendance at Le Cordon Bleu College of Culinary Arts. Additionally, students receiving federal financial aid assistance must meet the satisfactory academic progress requirements in order to maintain eligibility to receive these funds. Satisfactory academic progress is determined by measuring the student's cumulative grade point average (CGPA) and the student's rate of progress (ROP) toward completion of the academic program at the end of each 12-week session. Both the CGPA and ROP standards must be met in order to be considered as making satisfactory academic progress. These standards are outlined below.



Cumulative Grade Point Average (CGPA) Requirements

Students must meet minimum CGPA requirements at specific points throughout the program in order to be considered making satisfactory academic progress. These requirements are noted in the tables below. The CGPA will be reviewed at the end of each grading period after grades have been posted to determine if the student is meeting the minimum standard. Once the student reaches a new threshold, the minimum CGPA for that level must be maintained until the next level of review.

Rate of Progress (ROP) Toward Completion Requirements

In addition to the CGPA requirements, a student must maintain the minimum ROP in order to be considered to be making satisfactory academic progress. The rate of progress percentage is calculated by dividing the credits earned by the credits attempted. Only those credits required in the students program of study, including credits that were transferred from other approved institutions, and proficiency credits earned, are used in the ROP calculation. As with the determination of CGPA, the completion requirements will be reviewed at the end of each grading period after grades have been posted to determine if the student is progressing satisfactorily.

Diploma Programs

Quarter Hours		
Credits	ROP	CGPA
0-26	60%	1.5
27+	66.67%	2.0

Associate Programs

Quarter Hours		
Credits	ROP	CGPA
0-15	50%	1.6
16-30	55%	1.75
31-45	60%	1.9
46+	66.67%	2.0

Maximum Time in Which to Complete

A student is not allowed to attempt more than 1.5 times, or 150%, of the number of credits in his/her program of study. The requirements for rate of progress are to assure that students are progressing at a rate at which they will complete their programs within the maximum timeframe.

Program	Maximum Allowable Credits
Diploma in Le Cordon Bleu Culinary Arts	82
Diploma in Le Cordon Bleu Pâtisserie and Baking	82
Associate of Occupational Studies Degree in Le Cordon Bleu Culinary Arts	160
Associate of Occupational Studies Degree in Le Cordon Bleu Pâtisserie and Baking	159
Associate of Occupational Studies Degree in Le Cordon Bleu Hospitality & Restaurant Management	151

How Transfer Credits/Change of Program Affect SAP

Credit that has been transferred into the institution by the student is included in the ROP calculation; however it has no effect on the grade point average requirement for SAP. Transfer credit is also considered when computing the maximum timeframe allowed for a program of study. For example, a student transfers from

institution A to institution B. The student is able to transfer 30 credits earned at institution A into a program at institution B. The program requires 180 credits to graduate. Thus, the maximum timeframe for this student's new program at institution B will be one and a half times (150%) x 180 = 270 credits. The 30 transfer hours will be included in the attempted and earned hours when the maximum timeframe and rate of progress is being calculated.

When a student elects to change a program at Le Cordon Bleu College of Culinary Arts, the student's earned credits and grades will be transferred into the new program as applicable, including transfer credit. Credits earned at the school in the original program of study that apply to the new program of study will be used when computing grade point average, rate of progress and maximum timeframe. Transfer credits from another institution that are applicable to the new program of study will not be calculated in the grade point average but will be considered as credits attempted and earned in the maximum timeframe and rate of progress calculations. For example, a student transfers from program A to program B. The student is able to transfer 30 external credits and 10 credits earned in program A into program B. Program B requires 180 credits to graduate. Thus, the maximum timeframe for this student's new program will be one and half times (150%) x 180 = 270 credits. The 30 external transfer hours will be included in the attempted and earned hours when the maximum timeframe and rate of progress are being calculated. The ten (10) credits earned in program A will be included in the grade point average calculation as well as the maximum timeframe and rate of progress calculation.

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Warning and Probationary Periods for Students Receiving Financial Aid

At the end of each 12-week session, after grades have been posted, each student's CGPA and rate of progress is reviewed to determine whether the student is meeting the above requirements.

- A student will be placed on FA (Financial Aid) Warning immediately after the first term in which the CGPA or the ROP falls below the values specified in the tables above. At the end of the next term, the student will be removed from FA Warning and returned to SAP Met Status if the minimum standards are met or exceeded. A student who continues to fall below the specified values will be placed on FA Probation. The student will be required to successfully appeal in order to maintain eligibility for federal financial assistance (see Appeal section below).
- A student who successfully appeals and is on FA Probation will be evaluated at the end of the second term of monitoring. A student who meets or exceeds the minimum standards will be removed from FA Probation and returned to a SAP Met status. If the minimum CGPA and ROP requirements are not met at the time of evaluation, the student will be placed on FA Dismissal Status and will be dismissed from school.

If at any point it can be determined that it is mathematically impossible for a student to meet the minimum requirements, the student will be dismissed from the school.

Notification of academic dismissal will be in writing. The Code of Conduct Policy section of this catalog describes other circumstances that could lead to student dismissal for non-academic reasons.

A tuition refund may be due in accordance with the institution's stated refund policy.

During the period of FA Warning, a student is considered to be making satisfactory academic progress and remains eligible for financial aid. A student is also considered to be making satisfactory academic progress and remains eligible for financial aid during the FA probation period if an appeal is accepted by the institution.

A student on FA Warning and FA Probation must participate in academic advising as deemed necessary by the institution as a condition of academic monitoring. A student who fails to comply with these requirements may be subject to dismissal even though their CGPA or ROP may be above the dismissal levels.

Warning and Probationary Periods for Students Not Receiving Financial Aid

At the end of each 12-week session after grades have been posted, each student's CGPA and ROP is reviewed to determine whether the student is meeting the above requirements.

- A student will be placed on Warning immediately after the first term in which the CGPA or the ROP falls below the values specified in the tables above. At the end of the next term, the student will be removed from Warning and returned to SAP Met status if the minimum standards are met or exceeded. A student who continues to fall below the specified values will be placed on Probation. The student will be required to successfully appeal in order to remain in attendance at the institution (see Appeal section below).
- A student who successfully appeals and is on Probation will be evaluated at the end

of the second term of monitoring.

A student who meets or exceeds the minimum standards will be removed from Probation and returned to a SAP Met status. If the minimum CGPA and ROP requirements are not met at the time of evaluation, the student will be placed on Dismissal Status and will be dismissed from school.

If at any point it can be determined that it is mathematically impossible for a student to meet the minimum requirements, the student will be dismissed from the school.

Notification of academic dismissal will be in writing. The Code of Conduct Policy section of this catalog describes other circumstances that could lead to student dismissal for non-academic reasons. A tuition refund may be due in accordance with the institution's stated refund policy.

A student on Warning Probation must participate in academic advising as deemed necessary by the institution as a condition of academic monitoring. A student who fails to comply with these requirements may be subject to dismissal even though their CGPA or ROP may be above the dismissal levels.

Appeal

A student who has been placed on Probation or FA Probation may appeal the determination if special or mitigating circumstances exist. Any appeal must be in writing and must be submitted to the Appeals Committee within seven (7) days of receiving notification of his/her dismissal. The student must explain what type of circumstances contributed to the academic problem and what action is being implemented to overcome the mitigating circumstance in the future. The decision of the Appeals Committee is final and may not be further appealed.



For the appeal of non-academic dismissals, please refer to the grievance policy within this catalog.

Reinstatement

A student who was previously academically dismissed may apply for reinstatement to the institution by submitting a written appeal to the Appeals Committee. The appeal should be in the form of a letter explaining the reasons why the student should be readmitted. The decision regarding readmission will be based upon factors such as grades, attendance, student account balance, conduct, and the student's commitment to complete the program. Dismissed students who are readmitted will sign a new Enrollment Agreement, will be charged tuition consistent with the existing published rate. Students who are interested in applying for federal financial aid may do so at this time.

Graduation Requirements

In order to graduate, a student must have earned a minimum of a 2.0 CGPA and must have successfully completed all required credits within the maximum credits that may be attempted. Students must also be current on all financial obligations in order to receive official final transcripts and/or diploma.

Academic Honors

Academic honors are a formal recognition of academic achievement in a particular academic progress period (herein identified as "block") or upon graduation from an undergraduate program of study. Graduation honor status is noted on the student's transcript.

A graduate from an Associate or Diploma program who has a cumulative grade point average (CGPA) of at least 3.50 is eligible to graduate "with Honors":

High Honors	3.75 – 4.00	Cumulative GPA
Honors	3.50 – 3.74	Cumulative GPA

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Student Services Information

Academic Assistance

Students seek help and advice during their education for many reasons. At Le Cordon Bleu College of Culinary Arts, the student comes first. Every effort is made to develop a relationship with the student body so individuals feel comfortable in requesting and receiving assistance. The Executive Chef is responsible for providing academic assistance and should be consulted when assistance is desired. Referrals to outside agencies may also be provided as needed. The administrative staff and the faculty are also available for advising assistance.

Career Services

During the admissions interview, prospective students are advised of the many career paths that are available to them upon graduation. The Admissions Representatives assist students in assessing their talents and discuss the motivation necessary to achieve their career goals.

Students enrolled in Le Cordon Bleu College of Culinary Arts have many opportunities for part-time employment while they pursue their studies. It is important to note that this assistance is available to all students who make satisfactory academic progress. The Career Service Advisors are the liaison between students and employers, serving the students by promoting Le Cordon Bleu College of Culinary Arts to prospective employers. These employers are assisted by the referral of qualified student employees from Le Cordon Bleu College of Culinary Arts.

The graduate placement assistance process intensifies as students near graduation. The Career Service Advisors assist students with resume writing, interviewing skills and professional networking techniques. Students

may interview both on and off campus, until they have secured an appropriate position.

The Externship requirement is an important part of the learning experience. Students are encouraged to explore extern opportunities early and take an active part in the search for employment.

Employment Disclosure

Le Cordon Bleu College of Culinary Arts will provide Career Services assistance to its graduates but cannot guarantee job or externship placement, employment or salary. Graduates of any Le Cordon Bleu Spanish-speaking programs who are not fluent in English will likely encounter more difficulty finding employment and an externship, and/or have other employment limitations due to the fact that most businesses require fluency in the English language.

Background Checks

Agencies and institutions that accept our students for internship/externship and potential employers may conduct a criminal and/or personal background check. Students with criminal records that include felonies or misdemeanors (including those that are drug related) or personal background issues such as bankruptcy might not be accepted by these agencies for internship/externship or employment placement following completion of the program. Some agencies and employers may require candidates to submit to a drug test. Some programs may require additional education, licensure and/or certification for employment in some positions. Employment and internship decisions are outside the control of Le Cordon Bleu College of Culinary Arts.

Le Cordon Bleu College of Culinary Arts cannot guarantee employment or salary.



Plans to Improve Academic Programs

Le Cordon Bleu College of Culinary Arts reviews its academic programs on a regular basis to ensure relevancy with current employment requirements and market needs. As deemed appropriate, Le Cordon Bleu College of Culinary Arts may change, amend, alter or modify program offerings and schedules to reflect this feedback. If you have questions about this process or any plan to improve academic programs, contact the Education Department.

Cybrary/Library Information

Cybrary

The Cybrary is an Internet-accessible information center committed to facilitating the lifelong learning and achievement of the Career Education Corporation community. This “virtual library” contains a collection of full-text journals, books newspapers, dictionaries and encyclopedias.

The “virtual” collection is carefully selected to support students as they advance through their programs of study and include quality, full-text, peer-reviewed articles from scholarly journals and full-text electronic books. Instructional materials for students and faculty are designed to enhance information literacy skills.

A full-time librarian located at corporate headquarters manages the Cybrary. The librarians at the various CEC colleges participate in selecting the electronic resources and help prepare the instructional materials that are on the campus portal Website. Students at all CEC colleges have access to the Cybrary from their campus location and from home, if they have an Internet service provider.

Learning Resource Center

Le Cordon Bleu College of Culinary Arts maintains a Learning Resource Center (“LRC”) at the Pasadena and Hollywood campuses which contain computers for students to access the Cybrary. The LRC is available to all students in full uniform during posted hours.

Le Cordon Bleu College of Culinary Arts campus library provides materials to support the college’s mission and curriculum and assists each student to attain his/her educational goals. The physical collection includes books, periodicals, and videos. The library, which provides academic assistance to students, is open Monday through Thursday 7:30 a.m. to 8:00 p.m. and Friday 7:30 a.m. to 6:30 p.m. unless otherwise posted.

The Regional Librarian for Le Cordon Bleu college of Culinary Arts in Los Angeles is Sharon Tani.

Student Services

Le Cordon Bleu College of Culinary Arts welcomes students to discuss any issues or concerns with any member of the faculty or staff. Students are encouraged to discuss academic as well as job-related concerns with the faculty. Le Cordon Bleu College of Culinary Arts staff members are also available on a daily basis to assist students with financial aid, employment assistance, and academic advisement. Students are welcome on the campus any time during office hours to take advantage of the variety of services provided by Le Cordon Bleu College of Culinary Arts. Le Cordon Bleu College of Culinary Arts encourages students to network with graduates as well as instructors and peers in their classes, thus enhancing their networking opportunities in the industry.

Housing and Transportation

Le Cordon Bleu College of Culinary Arts does not provide dormitory housing or formal housing assistance. Le Cordon Bleu College of Culinary Arts networks with local property management companies that assist students in finding adequate, affordable housing. The student is responsible for the signing of his/her lease, paying all deposits, monthly lease payments and utilities, if required. The school does not assume responsibility for student housing.

Student Orientation

Prior to beginning classes at Le Cordon Bleu College of Culinary Arts, all new students attend an orientation program. Orientation facilitates a successful transition into Le Cordon Bleu College of Culinary Arts. New students are required to attend regardless of their prior college experience. At orientation, students are acquainted with the campus, the administrative staff, the faculty and their peers. The directors of the administrative departments explain the ways in which they assist students and clarify students’ rights and responsibilities.

Student Portal

The Student Portal is a secure Website that allows a student access to his or her information including schedule, grades, account balance and activity, school events, school contact information, and much more. Le Cordon Bleu College of Culinary Arts offers this capability so that it is easy for our students to keep in touch with us and enhance their college experience. Upon acceptance to Le Cordon Bleu College of Culinary Arts, students will be issued a Student Number that can be used to gain access to the Student Portal.

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Student Record Retention

Le Cordon Bleu College of Culinary Arts maintains student records at the campus for a minimum of five (5) years. Le Cordon Bleu College of Culinary Arts student transcripts are retained indefinitely.

Transcripts

An official transcript is maintained for each student. The transcript provides a complete record of all course grades and credits earned. Le Cordon Bleu College of Culinary Arts will supply official transcripts to whomever the student or graduate designates.

Transcript requests are fulfilled through Docufide, a leading company in secure transcripts. Transcript Fee is assessed regardless of transcript hold status. If you have an outstanding balance preventing release of your transcript, we will not be able to issue your official transcript.

\$5 – Transcript (electronic or paper) requested electronically through Docufide.

\$10 – Transcripts ordered through the campus.

\$30 – Overnight/U.S. Mail delivery.

Additional information on the electronic transcript service can be found on the Student Portal.

Uniform Policy

The uniform policy can be found in the Le Cordon Bleu College of Culinary Arts Student Handbook. The Le Cordon Bleu College of Culinary Arts Student Handbook is distributed to students upon admission to the school.



General Information

Campus Security

Le Cordon Bleu College of Culinary Arts publishes an annual security report that contains information concerning policies and programs relating to campus security, crimes and emergencies, the prevention of crimes and sexual offenses, drug and alcohol use, campus law enforcement and access to campus facilities. The annual security report also includes statistics concerning the occurrence of specified types of crimes on campus, at certain off-campus locations, and on the public property surrounding the campus. The annual security report is published each year by October 1 and contains statistics for the three most recent calendar years. The annual security report is provided to all current students and employees. A copy of the most recent annual security report may be obtained from the President's office during regular business hours.

In addition to the annual security report, Le Cordon Bleu College of Culinary Arts maintains a crime log recording all reported crimes. The crime log is available for public inspection during regular business hours at the President's office. Le Cordon Bleu College of Culinary Arts will report to the campus community concerning the occurrence of any crime includable in the annual security report that is reported to campus security or local police and that is considered to be a threat to students or employees.

Le Cordon Bleu College of Culinary Arts reminds all students that they are ultimately responsible for their own actions regarding their safety and welfare.

Conduct Policy

All students are expected to respect the rights of others and are held responsible for conforming to the laws of the national,

state and local governments, and for conducting themselves in a manner consistent with the best interests of Le Cordon Bleu College of Culinary Arts and of the student body.

Code of Conduct

Students, staff, faculty and guests follow a Code of Conduct adhering to a socially responsible and ethical approach to the educational mission of the institution. Rights of students are protected through the Grievance Process, which is addressed within this section, but responsibilities are addressed within the Code of Conduct Policy. Following is a set of guiding principles for behavior which is based on the values of honesty, respect, responsibility, fairness and trust (Center For Academic Integrity, 1999). It is a commitment that the members of the community will treat everyone with these characteristics promoting the highest standards of a safe and healthy environment. Individuals will not conduct themselves in any manner that might damage the reputation of, or otherwise harm the organization. Access to school premises is reserved for currently enrolled students, guests of the institution or approved visitors. Rules of Conduct include the following actions by officers of the institution:

- a) Oversee behavior.
- b) Investigate violations.
- c) Manage judgment through administrative agreement and sanctions.

Attendance at this institution is a privilege, not a right; therefore, students whose behavior may be detrimental to other members of the community may be officially warned, sanctioned through an informed process, suspended and/or dismissed from the institution. Behavior

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that infringes upon rights, safety, or privileges, or which impedes the educational process or the institution's right to conduct its business is prohibited. Such infractions include but are not limited to the following:

Respect

- Deliberate disruptive, profane or disrespectful words, actions, violence or physical interference with the rights of faculty, staff, other students or with any institutional facilities, externship site, or with any authorized function being carried out on the premises or at any institution-sponsored event or activity.
- Harassment of any member of the community based on race, national origin, ethnicity, color, creed, gender, sexual orientation, disposition, age, religion, marital or veteran status, genetic predisposition or carrier status, or any other basis protected by applicable local, state or federal laws.
- Engagement in self-initiated physical violence, bodily harm, or injury towards any member of the community or willful participation in a physical altercation.

Responsibility

- Failure to comply with the reasonable direction or lawful requests of officials (including, but not limited to faculty, administrators, and security personnel) or law enforcement officers acting in the performance of their duties or obey directives or orders expressed by such officials to cease and desist from any inappropriate act.

Honesty

- Students are expected to demonstrate academic integrity by completing their own work assignments and assessments. Submission of work from another person, using unauthorized notes, having someone else take an examination in a student's place, copying from another or a published document without citing sources or submitting the same paper to multiple courses without the knowledge of the all instructors involved constitute violations of academic honesty. Plagiarism is any stealing of intellectual content and is not affected by intentionality.

Trust

- Students, staff and faculty trust that individuals will voluntarily follow the Code of Conduct as well as adhere to expectations voiced by the institution. Student expectations are provided during student orientation. Faculty and staff expectations are provided during faculty and staff orientations as well as provided on individual job descriptions. The standards of the institution are established by the residing state as well as the accreditation agency and the expectation is that the entire community trusts in them and adheres to them as part of both the Code of Conduct and the integrity of the institution.

Fairness

- Students, faculty and staff will be treated fairly based on their role within the organization. Should an exception be granted for any person in any circumstance, that exception will be well documented with both the rationale and all supporting evidence.

Drug-Free Environment

As a matter of policy, Le Cordon Bleu College of Culinary Arts prohibits the unlawful manufacture, possession, use, sale, dispensation, or distribution of controlled substances and the possession or use of alcohol by students and employees on its property and at any school activity. The only exception is authorized wine tasting within the classroom. Further information on the school's policies can be found in the Student Handbook. Any violation of these policies will result in appropriate disciplinary actions up to and including expulsion in the case of students and termination in the case of employees, even for a first offense. Violations of the law will also be referred to the appropriate law enforcement authorities. Students or employees may also be referred to abuse help centers. If such a referral is made, continued enrollment or employment will be subject to successful completion of any prescribed counseling or treatment program. Information on the school's drug-free awareness program and drug and alcohol abuse prevention program may be obtained from the Academics office.

Facility

The Le Cordon Bleu College of Culinary Arts in Los Angeles main campus is located at:
521 East Green Street
Pasadena, California 91101

The Visitor Entrance and Mailing Address:
530 East Colorado Boulevard
Pasadena, California 91101

The Le Cordon Bleu College of Culinary Arts in Los Angeles branch campus is located at the following address:
6370 West Sunset Boulevard
Hollywood, California 90028



Class Hours

Although individual student schedules may vary, morning classes meet Monday through Friday from 6:00 a.m. to 10:00 am; mid-morning classes meet Monday through Friday from 10:00 a.m. to 2:00 p.m.; afternoon classes meet Monday through Friday from 2:00 p.m. through 6:00 p.m.; evening classes meet Monday through Friday from 6:00 p.m. to 10:00 p.m.

Hours of Operation

The Le Cordon Bleu College of Culinary Arts administrative offices are open from 9:00 a.m. to 5:00 p.m., Monday through Friday.

Schedule of Course Offerings

The Executive Chef or designee is responsible for developing schedules of course offerings each block and making them available to all necessary parties. Not all courses may be offered every module/block. Last minute changes to schedules are to be avoided whenever possible, but may be necessary to accommodate staffing and class size. The Executive Chef or designee is responsible for making the final decision to add, cancel, combine or split courses based on enrollment, academic effectiveness and other factors. Students will be given prompt notification of schedule changes.

School Closing Information

In the event of an emergency in which the school would be closed, students, faculty and staff will be notified by email and text message through the Global Alert Link contact system.

Class Size

The skills needed for a particular program are reinforced with relevant instruction. Le Cordon Bleu College of Culinary Arts instructors provide supervision and guidance, which promotes confidence and support.

Laboratory Classes – Students attend laboratory classes for their program with class sizes not to exceed 40 students.

Lecture Classes – Students attend lecture classes for their program with class sizes not to exceed 50 students.

Grievance Policy

Internal Grievance Procedure

Many student complaints can be resolved through discussion with the appropriate instructor or staff member and the use of this grievance procedure, and we encourage students to make contact at the first indication of a problem or concern.

This section describes the steps the student should follow so that the problem can be fully and fairly investigated and addressed. The student is not required to use this procedure and will not be bound by any resolution unless he or she agrees to accept it. If the student does not accept a proposed conclusion or resolution, then the student may pursue the matter in arbitration as provided for in the student's Enrollment Agreement or use other dispute resolution processes provided by law.

Please note: this grievance procedure is intended for problems concerning a student's recruitment, enrollment, attendance, education, financial aid assistance, or career service assistance, or the educational process or other school matters. It does not apply to student complaints or grievances regarding grades or sexual harassment, which are addressed in other sections of this catalog.

Le Cordon Bleu College of Culinary Arts and the student agree to participate in good faith in this grievance procedure. We will receive all information submitted by the student concerning a grievance in strict confidence and we and the student agree to maintain confidentiality in the grievance procedures. No reprisals of any kind will be taken by any party of interest or by any member of the Le Cordon Bleu College of Culinary Arts administration against any party involved. We will investigate all complaints or grievances fully and promptly. So long as the student pursues this grievance procedure to its conclusion, the period during which the student is pursuing this process will not count toward any statute of limitations relating to the student's claims.

Step 1 – Grievances or complaints involving an individual instructor or staff member should first be discussed with the individual involved. Grievances or complaints involving a policy or class should first be discussed with the individual enforcing that policy, the class instructor or the Lead Instructor. Alternatively, the student may submit the complaint to the campus Executive Chef.

Step 2 – If the matter is not resolved to the student's satisfaction in Step 1, the student may submit a written, dated and signed statement of the grievance or complaint and a description of the actions that have taken place thus far to the next level of authority directly or through the President.

Step 3 – If the matter is not resolved to the student's satisfaction in Step 2, the student's next step is to submit a written, dated and signed statement to the campus President. Within five (5) days of the President's receipt of the written statement, the President will arrange for a preliminary meeting with the student to discuss the

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grievance, and the President will thereafter conduct an investigation, including providing the student with a full and fair opportunity to present evidence relevant to the matter. The President will render his/her decision in writing within ten (10) business days after concluding his/her investigation, setting out the President's findings, conclusions, and reasoning. The President's decision will be final. The student's written complaint, together with the President's decision, will become a permanent part of the files of the parties involved.

General

This grievance procedure is designed to address problems promptly and without undue delay. In order to achieve that, the student must initiate Step 1 within ten (10) business days of the incident or circumstance(s) giving rise to the complaint, and must initiate each other Step within ten (10) business days after receiving a response or if more than twenty (20) business days have passed with no response. If the student fails to take any of the steps in this procedure within the required timeframes, then the student will be deemed to have accepted the resolution last proposed by Le Cordon Bleu College of Culinary Arts. If the school fails to act within the timeframes described in this procedure, then the student may elect to forgo any further steps in this grievance procedure and choose to go directly to arbitration as provided in the student's Enrollment Agreement. The time periods set forth in these procedures can be extended by mutual consent of Le Cordon Bleu College of Culinary Arts and the student.

The student may also contact:
Accrediting Council for Independent
Colleges and Schools
750 First Street, NE, Suite 980
Washington, D.C. 20002- 4241
(202) 336-6780

The student may also contact:
American Culinary Federation
180 Center Place Way
St. Augustine, FL 32905
(904) 824-4468 or (800) 624-9458

The student may also contact:
Department of Consumer Affairs
P.O. Box 980818
West Sacramento, CA 35798-0818
(916) 574-7720

Leave of Absence

An approved Leave of Absence (LOA) is a temporary interruption in a student's education for a specific period of time in an ongoing program when a student is not in academic attendance.

Leave of Absence Conditions

The following conditions may be considered:

- Medical (including pregnancy).
- Family Care (childcare issues, loss of family member or unexpected medical care of family).
- Military Duty.
- Jury Duty.

The following requirements apply:

A student may be granted a Leave of Absence (LOA) if:

- A LOA request is submitted in writing which includes the reason for the request prior to the leave of absence. If unforeseen circumstances prevent the student from providing a prior written request, the institution may grant the

student's request if the institution documents its decision and collects the written request within 21 days of the student's last date of attendance.

- The total time requested off must not exceed 180 days (cumulative) in any consecutive 12-month period.

Failure to return from an approved leave of absence may have an impact on loan repayment, including exhaustion of some or all of the grace period. The Financial Aid Office will provide an explanation of the possible impact on loan repayment if an approval for an LOA is issued. Students receiving an LOA may not receive further financial aid disbursements until returning to active status.

Notification of Rights under FERPA with Respect to Student Records

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records.

1. Students enrolled at Le Cordon Bleu College of Culinary Arts shall have the right to inspect and review the contents of their education records within 45 days of the day the institution receives the request for access. Students may request to review their education records by submitting a written request identifying the record(s) the student wishes to review to the President. The institution will arrange for access and notify the student of the time and place where the records may be inspected.
2. Parental access to a student's record will be allowed by Le Cordon Bleu College of Culinary Arts without prior consent if:
 - a) The student has violated a law or the institution's rules or policies governing alcohol or substance abuse, if the student is under 21 years old; or



- b) The information is needed to protect the health or safety of the student or other individuals in an emergency.
3. A student's education records are defined as files, materials, or documents, including those in electronic format, that contain information directly related to the student and are maintained by the institution, except as provided by law. Access to a student's education records is afforded to school officials who have a legitimate educational interest in the records. A school official is defined as a person employed or engaged by the institution in an administrative, supervisory, academic or support staff position (including law enforcement unit and health staff); a person or company (including its employees) with whom the school has contracted (such as an attorney, auditor, consultant or collection agent); a trustee serving on a governing board; or a person assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility or commitment to the school.
4. Students may request that the institution amend any of their education records, if they believe the record contains information that is inaccurate, misleading or in violation of their privacy rights. The request for change must be made in writing and delivered to the President, and must identify the part of the record the student wants changed and the reason for the requested change stated fully.

5. Directory information is student information that the institution may release to third parties without the consent of the student. Le Cordon Bleu College of Culinary Arts has defined directory information as the student's name, address(es), telephone number(s), email address, birth date and place, program undertaken, dates of attendance, honors and awards, photographs and credential awarded. If a student does not want his or her directory information to be released to third parties without the student's consent, the student must present such a request in writing to the President within 45 days of the student's enrollment or by such later date as the institution may specify. Under no circumstance may the student use the right to opt out to prevent the institution from disclosing that student's name, electronic identifier, or institutional email address in a class in which the student is enrolled.
6. The written consent of the student is required before personally identifiable information from education records of that student may be released to a third party, unless the disclosure is otherwise allowed under an express FERPA exception to disclosure or is required by law.
7. A student who believes that Le Cordon Bleu College of Culinary Arts has violated his or her rights concerning the release of or access to his or her records has the right to file a complaint with the U.S. Department of Education. The name and address of the office that administers FERPA is:
- Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Reasonable Accommodations Policy – Individuals with Disabilities

Le Cordon Bleu College of Culinary Arts does not discriminate against individuals on the basis of physical or mental disability and is fully committed to providing reasonable accommodations, including appropriate auxiliary aids and services, to qualified individuals with a disability, unless providing such accommodations would result in an undue burden or fundamentally alter the nature of the relevant program, benefit, or service provided by Le Cordon Bleu College of Culinary Arts. To request an auxiliary aid or service, please contact the Regulatory Operations Consultant or the Executive Chef at:

530 East Colorado Boulevard
Pasadena, CA 91101

Individuals requesting an auxiliary aid or service will need to complete an Application for Auxiliary Aid. To enable Le Cordon Bleu College of Culinary Arts to provide an auxiliary aid or service in a timely manner, Le Cordon Bleu College of Culinary Arts requests that individuals complete and submit the Application for Auxiliary Aid six weeks before the first day of classes, or as soon as practicable. Disagreements regarding an appropriate auxiliary aid and alleged violations of this policy may be raised pursuant to the Le Cordon Bleu College of Culinary Arts grievance procedures.

School Performance Fact Sheet

Completion and Graduate Placement rates, or our "School Performance Fact Sheet", is distributed to students at the time of enrollment. All backup data to substantiate these rates is available for review in the Associate Registrar's Office and Career Services office.

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School Policies

Students are expected to be familiar with the information presented in this school catalog, in any supplements and addenda to the catalog, and with all school policies. By enrolling in Le Cordon Bleu College of Culinary Arts, students agree to accept and abide by the terms stated in this catalog and all school policies. If there is any conflict between any statement in this catalog and the enrollment agreement signed by the student, the provision in the enrollment agreement controls and is binding.

Termination Policy

The Le Cordon Bleu College of Culinary Arts reserves the right to dismiss a student for any of the following reasons:

- Failure to maintain satisfactory academic progress.
- Failure to pay school fees and/or tuition by applicable deadlines.
- Disruptive behavior, posing a danger to the health or welfare of students or other members of the Le Cordon Bleu College of Culinary Arts community.
- Failure to comply with the policies and procedures of the Le Cordon Bleu College of Culinary Arts.

Any unpaid balance for tuition, fees and supplies becomes due and payable immediately upon a student's dismissal from the school. The institution will also determine if any Title IV funds need to be returned (see Financial Aid Information section of this catalog).

Unlawful Harassment Policy

Le Cordon Bleu College of Culinary Arts is committed to the policy that all members of the school's community, including its faculty, students, and staff, have the right to be free from sexual harassment by any other member of the school's community. Should a student feel that he/she has been sexually harassed; the student should immediately inform the President and/or the Executive Chef.

Sexual harassment refers to, among other things, sexual conduct that is unwelcome, offensive, or undesirable to the recipient, including unwanted sexual advances.

All students and employees must be allowed to work and study in an environment free from unsolicited and unwelcome sexual overtures and advances. Unlawful sexual harassment will not be tolerated.

Catalog Addendum

See the catalog addendum for current information related to the school calendar, tuition and fees, listing of faculty, and other updates.



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Addendum to the 2011-2012 Catalog

Le Cordon Bleu College of Culinary Arts in Los Angeles

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Academic Calendar

Associate of Occupational Studies Degree in
Le Cordon Bleu Culinary Arts
Associate of Occupational Studies Degree in
Le Cordon Bleu Pâtisserie and Baking

21 Month / 84 Week Programs

Start Date	Anticipated Completion Date
11/07/11	08/16/13
01/09/12	09/27/13
02/20/12	11/08/13
04/09/12	12/20/13
05/21/12	02/14/14
07/09/12	03/28/14
08/20/12	05/16/14
10/01/12	06/27/14
11/12/12	08/15/14

Diploma Program in Le Cordon Bleu
Culinary Arts
Diploma Program in Le Cordon Bleu
Pâtisserie and Baking

Start Date	Anticipated Completion Date
11/07/11	11/02/12
01/09/12	12/21/12
02/20/12	02/15/13
04/09/12	03/29/13
05/21/12	05/17/13
07/09/12	06/28/13
08/20/12	08/16/13
10/01/12	09/27/13
11/12/12	11/08/13

*Note: All programs may not be offered on all
dates listed above.*

Holiday Schedule

October 2011 – January 2012

10/14/11..... In-Service Day
11/04/11..... In-Service Day
11/24/11 - 11/25/11 Thanksgiving Holiday
12/17/11 - 01/08/12 Winter Holiday

January 2012 – January 2013

12/17/11 – 01/08/12..... Winter Break
01/05/12 – 01/06/12..... In-Service Days
01/16/12..... Martin Luther King Day
02/17/12..... In-Service Day
03/29/12..... In-Service Day
03/30/12..... In-Service Day
3/31/12 – 04/08/12 Spring Break
05/17/12..... In-Service Day
05/18/12..... In-Service Day
05/28/12..... Memorial Day
06/29/12..... In-Service Day
06/30/12 – 07/08/12..... Summer Break
07/04/12..... Independence Day
08/16/12..... In-Service Day
08/17/12..... In-Service Day
09/03/12..... Labor Day
09/28/12..... In-Service Day
11/08/12..... In-Service Day
11/09/12..... In-Service Day
11/22/12 - 11/23/12 Thanksgiving Holiday
12/22/12 – 01/06/13..... Winter Holiday



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Le Cordon Bleu College of Culinary Arts in Los Angeles

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Tuition and Fees

Effective February 22, 2012

The costs outlined for each program reflect a normally progressing student.

Diploma in Le Cordon Bleu Culinary Arts Program

Payment Period 1

Application fee (nonrefundable)	\$50.00
Academic Year 1 Term 1	\$7,331.00
STRF (nonrefundable)	\$47.50
Textbooks/ Supplies/Uniforms	\$300.00
Sales Tax	\$26.25

Payment Period 2

Academic Year 1 Term 2	\$5,236.00
------------------------	------------

Payment Period 3

Academic Year 2 Term 3	\$6,633.00
------------------------	------------

Total	\$19,623.75
--------------	--------------------

Associate of Occupational Studies in Le Cordon Bleu Culinary Arts Program

Payment Period 1

Application fee (nonrefundable)	\$50.00
Academic Year 1 Term 1	\$7,331.00
STRF (nonrefundable)	\$90.00
Textbooks/ Supplies/Uniforms	\$300.00
Sales Tax	\$26.25

Payment Period 2

Academic Year 1 Term 2	\$5,236.00
------------------------	------------

Payment Period 3

Academic Year 2 Term 3	\$6,633.00
------------------------	------------

Payment Period 4

Academic Year 2 Term 4	\$9,481.00
Textbooks/ Supplies/Uniforms	\$500.00
Sales Tax	\$43.75

Payment Period 5

Academic Year 3 Term 5	\$4,904.00
------------------------	------------

Payment Period 6

Academic Year 3 Term 6	\$2,615.00
------------------------	------------

Total	\$37,210.00
--------------	--------------------

Diploma in Le Cordon Bleu Pâtisserie and Baking Program

Payment Period 1

Application fee (nonrefundable)	\$50.00
Academic Year 1 Term 1	\$7,331.00
STRF (nonrefundable)	\$47.50
Textbooks/ Supplies/Uniforms	\$300.00
Sales Tax	\$26.25

Payment Period 2

Academic Year 1 Term 2	\$5,236.00
------------------------	------------

Payment Period 3

Academic Year 2 Term 3	\$6,633.00
------------------------	------------

Total	\$19,623.75
--------------	--------------------

Associate of Occupational Studies in Le Cordon Bleu Pâtisserie and Baking Program

Payment Period 1

Application fee (nonrefundable)	\$50.00
Academic Year 1 Term 1	\$7,331.00
STRF (nonrefundable)	\$90.00
Textbooks/ Supplies/Uniforms	\$300.00
Sales Tax	\$26.25

Payment Period 2

Academic Year 1 Term 2	\$5,236.00
------------------------	------------

Payment Period 3

Academic Year 2 Term 3	\$6,633.00
------------------------	------------

Payment Period 4

Academic Year 2 Term 4	\$9,667.00
Textbooks/ Supplies/Uniforms	\$500.00
Sales Tax	\$43.75

Payment Period 5

Academic Year 3 Term 5	\$5,000.00
------------------------	------------

Payment Period 6

Academic Year 3 Term 6	\$2,333.00
------------------------	------------

Total	\$37,210.00
--------------	--------------------



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Le Cordon Bleu College of Culinary Arts in Los Angeles

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Associate of Occupational Studies in Le Cordon Bleu Culinary Arts Program (Non-Resident International Students)

Payment Period 1

Application fee (nonrefundable)	\$50.00
Academic Year 1 Term 1	\$7,331.00
STRF (nonrefundable)	\$97.50
Textbooks/ Supplies/Uniforms	\$300.00
Sales Tax	\$26.25

Payment Period 2

Academic Year 1 Term 2	\$5,236.00
------------------------	------------

Payment Period 3

Academic Year 2 Term 3	\$6,633.00
------------------------	------------

Payment Period 4

Academic Year 2 Term 4	\$11,154.00
Textbooks/ Supplies/Uniforms	\$500.00
Sales Tax	\$43.75

Payment Period 5

Academic Year 3 Term 5	\$5,769.00
------------------------	------------

Payment Period 6

Academic Year 3 Term 6	\$3,077.00
------------------------	------------

Total	\$40,217.50
--------------	--------------------

Associate of Occupational Studies in Le Cordon Bleu Pâtisserie and Baking Program (Non-Resident International Students)

Payment Period 1

Application fee (nonrefundable)	\$50.00
Academic Year 1 Term 1	\$7,331.00
STRF (nonrefundable)	\$97.50
Textbooks/ Supplies/Uniforms	\$300.00
Sales Tax	\$26.25

Payment Period 2

Academic Year 1 Term 2	\$5,236.00
------------------------	------------

Payment Period 3

Academic Year 2 Term 3	\$6,633.00
------------------------	------------

Payment Period 4

Academic Year 2 Term 4	\$11,373.00
Textbooks/ Supplies/Uniforms	\$500.00
Sales Tax	\$43.75

Payment Period 5

Academic Year 3 Term 5	\$5,882.00
------------------------	------------

Payment Period 6

Academic Year 3 Term 6	\$2,745.00
------------------------	------------

Total	\$40,217.50
--------------	--------------------

Le Cordon Bleu reserves the right to increase all fees and tuition without notice, at its discretion. Once a student completes an Enrollment Agreement, the tuition and fees charges stated on that Enrollment Agreement will not change provided the Student starts classes as scheduled and continues without interruption.

Additional fees may apply such as fees for repeated courses, and STRF, etc.

Retake fees for any class will be \$200 per credit for lab and lecture courses and \$50 per credit for externships.



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Le Cordon Bleu College of Culinary Arts in Los Angeles

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Staff and Faculty

Administrative Staff

President

Tony Bondi

Vice President of Admissions

Ildiko Marschik

Director of Career Services

Rebecca Marrs

Business Operations Manager

Gabriela Arzate

Regional Librarian

Sharon Tani

Associate Registrar(s)

Joshua Orlando

Sally Torres

Elba Plascencia

Educational Administration

Executive Chef

Coker, Jeffrey

M.A. Education, Azusa Pacific University, Azusa (2009)

B.S. Business Administration, Sullivan University, Louisville (2005)

A.O.S., Culinary Arts, California Culinary Academy, San Francisco (1988)

Professional Certifications: C.C.C., C.C.E.

Executive Chef

Sands, Lachlan

M.Ed., Post-Secondary Administration, University of Southern California (2007)

B.A., Biochemistry, University of California, Berkeley (1997)

B.A., History of Science, University of California, Berkeley (1997)

Professional Certifications: C.C.C., C.C.E.

Lead Instructors

Jimenez, Jeffrey

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2001)

B.A., Psychology, Azusa Pacific University, Azusa (1999)

Martinez, Chanel (2006)

B.A. Culinary Management, Le Cordon Bleu, Scottsdale (2011)

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2004)

Momary, William

M.Ed., Educational Administration, CSUN (2003)

B.S., Biology, Loyola University, Los Angeles (1973)

Orlando, Joshua

M.B.A., Business Administration, University of Phoenix, Arizona (2003)

B.S., Food Service Management, Johnson and Wales University, Providence (1997)

A.A.S., Baking & Pastry Arts, Johnson and Wales University, Providence (1995)

Professional Certifications: C.W.P.C., C.C.E

Reyes, Geraldine

A.O.S., Culinary Arts, Culinary Institute of America, Hyde Park (1989)

Reyes, Alex

B.A. Culinary Management, Le Cordon Bleu, Scottsdale (2011)

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2004)



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Storms, Scott

Single Subject Teaching Credential,
California State University Los Angeles,
Los Angeles (2006)
B.A., History, California State University Long Beach,
Long Beach (2002)
A.A.-A.S., History, Riverside Community College,
Riverside (1998)

Chef Instructors/Faculty

Aschenbrener, Adel

B.A., Communications, University of San Francisco, San
Francisco (1998)

Bacic, Keri

B.S., Dietetics and Food Administration, California State University
Long Beach, (1988)

Beckett, Rachel

A.O.S., (Foreign Transcripts submitted
& approved) Studies are from Exeter University,
England (1987)

Boyd, Gilbert

M.B.A., American Intercontinental University (2011)
B.S., Food Service Management, Johnson and Wales
University, Rhode Island (1985)
A.S., Culinary Arts, Johnson and Wales University, Rhode
Island (1983)
Professional Certifications: C.E.C, C.C.A.

Bressler, Larry

B.S., Hotel & Restaurant Management, Florida International
University, Miami (1987)
A.O.S., Culinary Arts, Culinary Institute of America, Hyde
Park (1983)

Brown, Steven

A.O.S., Culinary Arts, California School of Culinary Arts,
Pasadena (2003)

Casillas, David

A.O.S., Culinary Arts, California School of Culinary Arts,
Pasadena (2002)
B.A., Culinary Management, Le Cordon Bleu, Scottsdale
(2011)

Cervantez, Summer

B.A., Psychology, Mount St. Mary's College, (2002)

Chang, Christine

A.O.S., Culinary Arts, California Culinary Academy,
San Francisco (1999)
B.A., Political Science, University of California,
San Diego (1996)

Chavez, Stephen

A.O.S., Culinary Arts, California School of Culinary Arts,
Pasadena (2001)

Colboth-MacLeod, Jamie

Culinary Arts Diploma LA/Hollywood LCB (2009)
B.A. English, Southern Illinois University (2006)
B.A. Cinema & Photography, Southern Illinois
University (2001)

Cone, Jeremiah

A.O.S., Culinary Arts, California School of Culinary
Arts, Pasadena (2003)

De Dominicis, Eva

A.O.S., Culinary Arts, Art Institute, Los Angeles (2000)

DelVecchio, Dawn

M.B.A., Marketing, California State University Los Angeles, (1999)
B.S., Business Administration, University of LaVerne, (1994)
A.A., Business, Pasadena City College, (1996)

Estrada, Ray

A.O.S., Culinary Arts, Culinary Institute of America,
Hyde Park, (1998)

Fausz, Scott

AAS (Assoc. of Applied Sciences), Scottsdale Community
College (1997)

Frey, Roger

A.O.S., Culinary Arts, California School of Culinary
Arts (2003)

Gardner, Patricia

A.O.S., Culinary Arts, Culinary Institute of America Hyde
Park (2001)



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George, Peter

A.A., Business Management, American Intercontinental University, Buckhead (2006)
Certificate, Basic Cookery for Catering Industry, Waltham Forest College, London (1978)

Gore, Mary Jo

B.Sc. Management. Assumption College. Phillipines (1995)

Guillard, Herve

B.S., Applied Biology, (Foreign Transcripts submitted & approved) Studies are from France

Haines, Jeffrey

Certificate of Completion in Gastronomic Management, Los Angeles Culinary Institute, (1994)
B.S., Hotel and Restaurant Management, California State Polytechnic University Pomona (1992)

Hall, Tenisha

B.P.S., Culinary Arts Management, Culinary Institute of America, Hyde Park, (2001)
A.O.S., Culinary Arts, Culinary Institute of America, Hyde Park, (1999)

Hanna, Richard

A.O.S., Culinary Arts, Culinary Institute of America (1987)

Holton-Rogers, Susan

A.O.S., Culinary Arts, Culinary Institute of America (1996)

Jones, Rickey

A.O.S, Culinary Arts, Johnson and Wales University, Providence (1986)

Karabats, Keri

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2001)

Kirchheimer, Christine

A.A., Fashion Design, Los Angeles Trade Technical College, Los Angeles (1970)

Knight, Kimberly

B.A., Culinary Management, Le Cordon Bleu, Scottsdale (2011)
A.A., Culinary Arts, The Art Institute, Atlanta (1994)

Kretovics, David

A.O.S., California Culinary Academy
San Francisco, CA (1995)

Kwon, Eugene

A.O.S., Culinary Arts, California School of Culinary Arts (2003)

Kuramarohit, Pattara

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2002)
B.A., Business Marketing, California State University, Northridge (2002)

Lomeli, Karla

B.A., Art, California State University, Los Angeles (1998)
A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2004)

Lora, Gena

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2002)

Ludwig, Rose

B.A. Culinary Management, Le Cordon Bleu, Scottsdale (2011)
A.O.S, Culinary Arts, Johnson and Wales University, Providence (1988)
Professional Certifications: C.E.C.

Mar, Marian

Diploma for Pastry Arts, The French Culinary Institute (2007)
Master's in Business Administration, USC (2005)
B.A. in Economics Accounting, Claremont McKenna College (1998)

Maslin, Richard

B.A., History, California State University Chico, (1975)

McFarland, Regina

B.S., Management, Purdue University, West Lafayette, IN, (1991)



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Mulia, Carlos

A.O.S., Culinary Arts, Culinary Institute of America, Hyde Park (1989)

B.A., Hospitality & Restaurant Management, New England Culinary Institute, Montpelier (2010)

Norris, Susie

Epicurean School of Culinary Arts, Certificate Professional Baking (2001)

B.A., Boston College, English Literature (1983)

Ochi, Glenn

B.A., Hospitality & Restaurant Management, New England Culinary Institute, Montpelier (2009)

A.A., Liberal Arts, East Los Angeles College, Los Angeles (2006)

Professional Certifications: A.C.E, C.C.C., C.C.E.

Osley, Eric

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2004)

O'Shell-Konrad, Christin

A.A., Baking and Pastry, Baltimore's

International Culinary Art Institute, Baltimore (1988)

Pergl, Michael

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2002)

Rawers, Karen

A.O.S., Culinary Arts and Pastry Arts, Sullivan University, Louisville (1994)

Revelles, Roy

J.D. Law, Western State University College of Law, (1991)

B.A., History, Loyola Marymount University, (1986)

Roberts, Cecilia

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2002)

Rocque, Paul

A.O.S., New England Culinary Institute, Vermont (1995)

Romero, Mario

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2002)

Roskin, Wendy

M.B.A., Hospital Administration, George Washington University, Washington, D.C. (1979)

B.B.A., Finance, George Washington University, Washington, D.C. (1977)

Professional Certifications: C.C.C.

Salazar, Norma

Certificate, Hotel and Restaurant Management, Pastry Arts, Long Beach City College, Long Beach (1988)

A.A. Liberal Arts, Long Beach City College, Long Beach (2009)

Shalchian, Melanie

B.A. Business Management, University of Phoenix, Pasadena (2007)

A.O.S., Culinary Arts, The Art Institute, Santa Monica (2001)

Shane III, Peter

A.S., Culinary Arts, Johnson and Wales University, Providence (1985)

Sherman, Paul

Advanced Sommelier, University of California Los Angeles (2004)

Diplome, International Bordeaux Tutor, (2007)

M.A., Print Journalism, University of Southern California (2009)

Sherohman, Anneke

A.A. Degree, Orange Coast College (1992)

Culinary Arts Degree and Culinary Arts Advanced Degree, Orange Coast (1992)

Silva, Trinidad

B.A. Hotel Restaurant Management, New England Culinary Institute, Vermont (2010)

A.O.S., Culinary Arts, Santa Barbara City College, Santa Barbara (1995)



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Silverman-Le, Kim

A.O.S., Culinary Arts, Art Institute of Houston, Houston (1997)

Smith-Chapman, Melissa

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2004)

Soriano, Robert

B.S., Business/Management, University of Phoenix, (2005)

Sutton, Billie

A.O.S., Culinary Arts, Le Cordon Bleu College of Culinary Arts-Los Angeles (2005)

Tang, Linda

A.O.S. Culinary Arts. The Culinary Institute of America, Hyde Park (2003)
B.A. English, University of California, Los Angeles (1999)
Professional Certifications: C.W.P.C. and C.C.C.

Toumi, Anis

A.A., Business Administration, AIU On-Line, Illinois (2005)
Diploma, Hostelry Education, Sousse, Tunisia (1990)
Certificate, Hostelry Education, Lyon, France (1988)

True, Colin

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2003)

Wang, Jimmy

A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2004)

Watts, Caren

B.A., University of California, Santa Barbara (2002)
A.O.S., Culinary Arts, California School of Culinary Arts, Pasadena (2003)

Whitmore, Bruce

A.A.S., Food Service Administration, State University of New York, Cobleskill (1972)

Wiener, Mark

B.S., Business Administration, University of Phoenix, Fountain Valley, CA (1998)

Yanover, Arlene

A.A.S., Culinary Arts, Kendall College, Evanston (1996)
B.S., Restaurant Management, University of Illinois, Urbana (1993)



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Changes to the catalog

ProStart High School Scholarship – Add to page 26 of the current catalog.

Le Cordon Bleu offers the ProStart High School Scholarship to high school graduates who have successfully completed Level 1 (Junior Year, High school) and Level 2 (Senior Year, High school) of the ProStart curriculum. A onetime scholarship will be applied to the student's account based on the value of Culinary Foundations I. The value of the scholarship will be credited to the student's account prior to the student starting classes at Le Cordon Bleu. In the event of a student failing Culinary Foundations I the student is responsible for the cost of retaking the class. Each start date, eligible students will be offered a \$1,397 scholarship which is the equivalent cost of Culinary Foundation I in the 2012 academic year. The deadline for application is the day prior to the start of classes each term. Once it is determined that available funding is exhausted, scholarships will not be awarded to otherwise eligible students. For 2012, \$139,700 has been budgeted for high school scholarships.

The following language replaces pages 31-32 of the 2011-2012 catalog:

Grade Scale

Letter Code	Description	Included in Credits Earned	Included in Credits Attempted	Included in CGPA	Quality Points
A	A	Yes	Yes	Yes	4.00
B	B	Yes	Yes	Yes	3.00
C	C	Yes	Yes	Yes	2.00
D	D	Yes	Yes	Yes	1.00
F	F	No	Yes	Yes	0.00
I	Incomplete	No	Yes	No	n/a
W	Withdrawn	No	Yes	No	n/a
AU	Audit	No	No	No	n/a
P	Pass	Yes	Yes	No	n/a
TC	Transfer	Yes	Yes	No	n/a
PR	Proficiency Credit	Yes	Yes	No	n/a
L	Leave of Absence	No	No	No	n/a

Application of Grades and Credits

The grade chart in the 2011-2012 catalog describes the impact of each grade on the student's academic progress. For calculating rate of progress, grades of 'F' (failure) and, 'W' (withdrawn) are counted as hours attempted, but are not counted as hours successfully completed. Students who wish to withdraw from a course at any time need to fill out a Course Withdrawal Form available in the Registrar's office. Courses the student officially drops before the third course meeting will have no record of the



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course on their transcript. A 'W' will be awarded to a student that officially drops or is administratively dropped before the course ends.

The student must repeat any required course in which a grade of F or W is received. Students will only be allowed to repeat courses in which they received a D or below. In the case of a D or F, the better of the two grades is calculated into the CGPA. The lower grade will include a double asterisk indicating that the course has been repeated. Both original and repeated credits will be counted as attempted credits in rate of progress calculations. Federal financial aid may only be used for one repeat of a previously passed course.

A fee will be charged to repeat a class (see addendum for details).

To receive an incomplete ('I'), the student must petition to the Academic Office, before the last day of the course, for an extension to complete the required coursework. The student must be able to pass the course with the completed work. Incomplete grades that are not completed within 14 calendar days after the end of the course will be converted to an 'F' and will affect the student's CGPA accordingly. Le Cordon Bleu College of Culinary Arts and California Culinary Academy reserve the right to extend the time needed to fulfill the incomplete.

Students who disagree with a grade they have received should contact the instructor if they wish to discuss their concern. If the student is unable to resolve the dispute with instructor, he or she should write a letter of appeal no later than seven (7) days following the end of the course explaining the reasons for the dispute to the Department Chair/Executive Chef who will investigate the dispute and recommend a decision. The Department Chair/Executive Chef will issue the student a final decision within five (5) business days.

Add/Drop Period

During the start of each grading period students are allowed to make modifications to their schedules without incurring any academic penalty. The add/drop period is three (3) calendar days from the start of the grading period.

The following language replaces page 7 of the 2011-2012 catalog:

Approval Disclosure Statement

California Culinary Academy, LCB - Los Angeles:

California Culinary Academy, Le Cordon Bleu College of Culinary Arts - Los Angeles is a private institution and has approval to operate in the State of California based on provisions of the **California Private Postsecondary Education Act (CPPEA)** of 2009, which is effective January 1, 2010.

The Act is administered by the Bureau for Private Postsecondary Education, under the Department of Consumer Affairs. The Bureau can be reached at: P.O. Box 980818, Sacramento, CA 95798-0818, (888) 370-7589, www.bppe.ca.gov.

These institutions do not have a pending petition in bankruptcy, not operating as a debtor in possession, have not filed a petition within the preceding five years, or had a petition in bankruptcy filed against them within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code.



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Addendum to the 2011-2012 Catalog

Le Cordon Bleu College of Culinary Arts in Los Angeles

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As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the **School Performance Fact Sheet**, which must be provided to you prior to signing the enrollment agreement. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897. A student or any member of the public may file a complaint about this institution with Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet web site, www.bppe.ca.gov.

The following language added to pages 21 of the 2011-2012 catalog:

Articulation Agreements

LCB – Los Angeles:

Le Cordon Bleu College of Culinary Arts in Los Angeles has not entered into an articulation or transfer agreement with any other college or university.

The following language replaces page 40 of the 2011-2012 catalog:

Facility

Le Cordon Bleu College of Culinary Arts - Hollywood

The Hollywood branch campus of Le Cordon Bleu College of Culinary Arts Los Angeles ("LCBLA – Hollywood") is located at 6370 Sunset Boulevard in Hollywood California, (323) 203-3980. LCBLA - Hollywood occupies over 21,000 square feet that supports the institution's population, labs and equipment. Physical resources are monitored and evaluated to stay abreast of industry standards.

Le Cordon Bleu College of Culinary Arts Hollywood's facilities consist of classrooms for its specialized instructional needs as well as general purpose classroom and a Learning Resource Center. Classroom types include: Culinary labs, patisserie and baking labs, an academic classroom, and demo lab. Classrooms are equipped with industry current equipment directly related to the curriculum such as projectors, screens, white boards, ice cream machines, mixers, ranges, ovens etc.

Le Cordon Bleu College of Culinary Arts - Pasadena

The campus is located at 530 E Colorado Blvd., 525 E Colorado Blvd, 521 E Green St, and 561 E Green St in Pasadena California, (626) 229-1300. Le Cordon Bleu College of Culinary Arts occupies over 104,000 square feet that supports the institution's population, labs and equipment. Physical resources are monitored and evaluated to stay abreast of industry standards.

Le Cordon Bleu College of Culinary Arts Pasadena facilities consist of classrooms for its specialized instructional needs as well as general purpose classrooms, 1 restaurant comprised of two service styles (quick service and full service), a prep kitchen, Learning Resources Center, and common use rooms for meetings, conferences, guest speakers etc.

Classroom types include: Culinary labs, patisserie and baking labs, a chocolate lab, academic classrooms, and demo labs. Several classrooms are able to be combined to create large presentation and lecture spaces. Classrooms are equipped with industry current equipment directly related to the curriculum such as projectors, screens, white boards, ice cream machines, mixers, ranges, ovens etc.



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