



# Bachelor of Culinary Arts - Assessment of Prior Learning (APL)



Fee*	DOMESTIC - \$8,072* INTERNATIONAL - \$28,600*
	*Fees are approximate, subject to change and exchange rates

Location	Distance (with workshops in Dunedin)
Duration	One year

Start	February
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Have you worked in the hospitality industry for at least ten years and want your skills formally recognised?

We offer a one year, distance programme with workshops in Dunedin that is ideal for those with experience in the hospitality industry.

Using our Assessment of Prior Learning (APL) process, we measure your existing knowledge against the Bachelor of Culinary Arts and give you academic credit towards this degree. This process is especially valuable for those who are currently employed as you don't have to leave your job to achieve this qualification.

## + Graduate story

Alastair Bolland was pretty excited when he discovered that the Otago Polytechnic's Recognition of Prior Learning meant he could complete a qualification without leaving his job.

"I could get a degree without having to put my life on hold for three years" he says.

Al, who runs the Running Duck eatery in Geraldine, found working towards his Bachelor of Culinary Arts really enjoyable.

"The lecturers were fantastic - really interested in you as a person - and this made you really want to get into it!"

## + Entry requirements

- > You need to have a minimum of 10 years work experience in the hospitality industry with three to five years as a Head Chef (or at least have been responsible for designing dishes, menus and/or kitchen/culinary processes).
- > If English is not your first language, you must also demonstrate English language skills equivalent to an IELTS overall band score (academic) of 6.0, with no less than 6.0 in writing and speaking, and no less than 5.5 in reading and listening.
- > You must submit a detailed curriculum vitae, a Portfolio of Evidence and a menu design exercise (see details below).

## + Additional documentation

You must supply certified copies of proof of identity and proof of residency (where appropriate).

## + Portfolio requirements

	Key skills and knowledge	Examples of evidence
1	Culinary skills and knowledge	<p>a. You <u>must</u> provide evidence of relevant culinary qualifications (certified copies of qualifications and transcripts) and/or evidence of relevant professional experience (i.e. a curriculum vitae that outlines roles and responsibilities as well as the key skills gained)</p> <p>b. You may also provide evidence of:</p> <ul style="list-style-type: none"><li>&gt; Awards and accolades</li><li>&gt; Competing in culinary competitions</li><li>&gt; Reviews of your food</li><li>&gt; Menus and recipes developed by you</li><li>&gt; Photos of dishes you have designed and created.</li></ul>
2	Management of culinary processes	<p>a. You <u>must</u> provide a curriculum vitae highlighting relevant experience.</p> <p>b. You may also provide any of the following:</p> <ul style="list-style-type: none"><li>&gt; References from employers</li><li>&gt; Examples of work plans, rosters, inventory systems, etc.</li></ul>
3	Culinary design	<p>a. You <u>must</u> complete the Menu Design Exercise outlined below.</p> <p>b. You may also provide any of the following:</p> <ul style="list-style-type: none"><li>&gt; Newspaper or magazine articles relating to your culinary work</li><li>&gt; Relevant scholarly writing by you</li><li>&gt; Television programs featuring your work</li><li>&gt; Blogs or online articles about your work</li><li>&gt; Any other evidence that you feel is relevant.</li></ul>
4	Professional development	<p>a. You <u>must</u> include a list of relevant examples in your curriculum vitae.</p> <p>b. You may also provide any of the following:</p> <ul style="list-style-type: none"><li>&gt; Evidence of attendance at relevant professional training</li><li>&gt; Evidence of attendance at short courses, master class etc.</li><li>&gt; Evidence of attendance at relevant industry events, trade shows, conferences etc.</li><li>&gt; Professional memberships that are relevant</li><li>&gt; A list of relevant culinary writing and media that you refer to on a regular basis.</li></ul>

## + Menu design exercise

A sample menu plan designed for a group of guests at a dinner party according to the following scenario:

> You are hosting a dinner party for a diverse group of people including a vegetarian, a farmer, a nutritionist, a parent, and yourself. You must please (or at least not offend) anyone. Everyone must eat. Design a menu that caters to your guests and reflects your own tastes and values. List the dishes you have chosen, explain the rationale and inspiration for your menu choices. Your menu design and rationale can also be supported by drawings and images in a way that is visually informative about you and your abilities as a potential culinary designer.

If you have any questions regarding the submission of your portfolio, please do not hesitate to contact the Food Design Institute. Email [info@op.ac.nz](mailto:info@op.ac.nz) or phone 0800 762 786.

## + The APL process

### Profiling

Once you have submitted your CV, Portfolio of Evidence and Menu Design Exercise, we will use that information to work out if the APL process is suitable for you. If we believe it is, we will send an Offer Letter and once you have signed and returned this you will be enrolled and invoiced.

### Facilitation

Our experienced facilitators support and guide you through a series of workshops and one-on-one work. A three day workshop is held in Dunedin at the start of the programme. A four day workshop is then held in Dunedin a couple of months later.

Your enrolment is split into two parts. The first is related to the Year Two assessment that is introduced at the first workshop and assessed at the second. If you successfully complete this Year Two assessment you will automatically be enrolled in the remaining Year Three papers at the time of the second workshop.

Most of the work is completed by distance in consultation with our facilitators. You are supported to organise your experience, knowledge and skills into a series of assessments that explore your practice and experience. These are submitted between April and the end of September and include various written pieces of work (including the development of an online portfolio) and an oral presentation to an assessment panel (either in person or via video conference).

Your facilitator will guide you through the learning packages associated with each assessment and these will also be introduced at the workshops.

### Report

You will receive detailed feedback at the end of each assessment and a detailed report from the assessment panel after your oral presentation.

### Graduation

This is one of the rewards for your hard work!

We recommend that you take part in the graduation ceremony in March the following year as a celebration of your achievement alongside our on-campus graduates. You can also receive your qualification without participating in the ceremony. This is called graduating 'in absentia'.

Please note: if you have a particular deadline for the award of your qualification, let us know as early as possible.

## + Disclaimer

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