

**NORTHERN LIGHTS COLLEGE  
REGISTRAR'S OFFICE  
PROGRAM INFORMATION AND COMPLETION GUIDE**

**Program Name:** Professional Cook 1 Institutional Entry  
**Credential/Certification:** Certificate in Professional Cook Apprenticeship  
Level 1  
**Date Submitted:** January 2019  
**Effective Date:** **September 2019**

**Program Contact:** trades@nlc.bc.ca

**Dean:** Mark Heartt

**Document Author:** W Dyck

**Program Description:** The Professional Cook program follows ITA prescribed course curriculum for institutional entry to Professional Cook 1. Learners will perform all phases of kitchen activities including the preparation and presentation of vegetables, soups, sauces, meat, fish and poultry; cold kitchen items; desserts, baking, pastry; basic menu planning/costing as well as knowledge of safety, sanitation and food storage. Learners will also gain valuable knowledge of human and customer relations which will enable them to become leaders in their field. Level 1 starts learners in a fully supervised environment performing basic cooking and food preparation tasks. There is a standardized ITA exam upon completion of this level.

**Admission Requirements:** Provide British Columbia secondary school transcripts or equivalent indicating successful completion of Grade 10 level that includes:

- Grade 10 English, OR Career and College Preparation ENGL 030 (Advanced/Grade 10) with C+ or higher;
- Grade 10 Math (Apprenticeship and Workplace Math), OR Career and College Preparation MATH 030 (Intermediate Developmental Math), MATH 031 (Intermediate Trades Math) or MATH 035 (Intermediate Algebraic Math) with C+;

OR

ESTR 037 (Intermediate-Level Essential Skills for Trades) with 67%, or higher;

OR

Complete the following sections of the Canadian Adult Achievement Test (CAAT):

- Reading Comprehension: 11.0 grade equivalent or higher
- Number Operations: 11.0 grade equivalent or higher
- Problem Solving: 11.0 grade equivalent or higher

Dual Credit

- Grade 10 level completion that includes Grade 10 English and Grade 10 Math (Apprenticeship and Workplace Math), each with C+ or higher.

Post-Admission Requirements:

After being accepted into the program but before the add/drop date students will be required to provide proof of the following certification(s):

- FoodSafe Level 1

\* All certificates must be valid for the duration of the program. Failure to provide proof may result in immediate dismissal from the program.

**Length of Program:** (weeks and total hours) 20 weeks/600 hrs

**Program Intake:** (start/finish dates) September - January and February - June

**Available Seats:** 8

**Application Deadline:** All completed applications must be received one month prior to the start of the program. Completed applications received after this date will be reviewed based on seat availability.

**Career Prospects:** Professional Cooks work in a variety of settings including: camps, institutional kitchens, family restaurants, hotels, cruise ships, ferry boats, resorts, nursing homes, hospitals, catering operations, and airlines.

**Affiliations/Partnerships:**

Industry Training Authority

Go 2 (Industry Training Organization who monitors all hospitality type industry training for ITA)

Northern Alberta Institute of Technology (NAIT)

School Districts 59, 60, 81 and 87

**Location:** Northern Lights College Dawson Creek Campus

**Additional Requirements/Supplies:** (fees, supplies, materials)

Textbooks

Learning Guides

Study Guide (Optional)

Uniforms will be included in Instructional Related Fees

Students are required to sign and adhere to the Trades and Apprenticeship Safety & Attendance Rules and Regulatory Practices for Students Policy

**Eligibility for Canada Student Loans:** (Yes or No)

No

**Required Minimum Grade:** (overall and/or minimum within a course)

70%

**Residency Requirement:** (percentage of courses which must be taken at NLC)

100%

**Required Courses:** (list courses required to complete credential  
and total hours for each course)

PCOI 101 Professional Cook 1 Institutional Entry (600 hours)