



SUNY College of Technology

**SCHOOL OF APPLIED TECHNOLOGY  
ARTICULATION AGREEMENT  
CULINARY ARTS DEPARTMENT**

**And**

**The Rochester City School District on Behalf of University of Rochester as EPO of East High School**

Based upon mutual concern for providing programs in Culinary Arts which will build upon past experiences of students and eliminate duplication of instruction, Alfred State subscribes to the following memorandum of understanding:

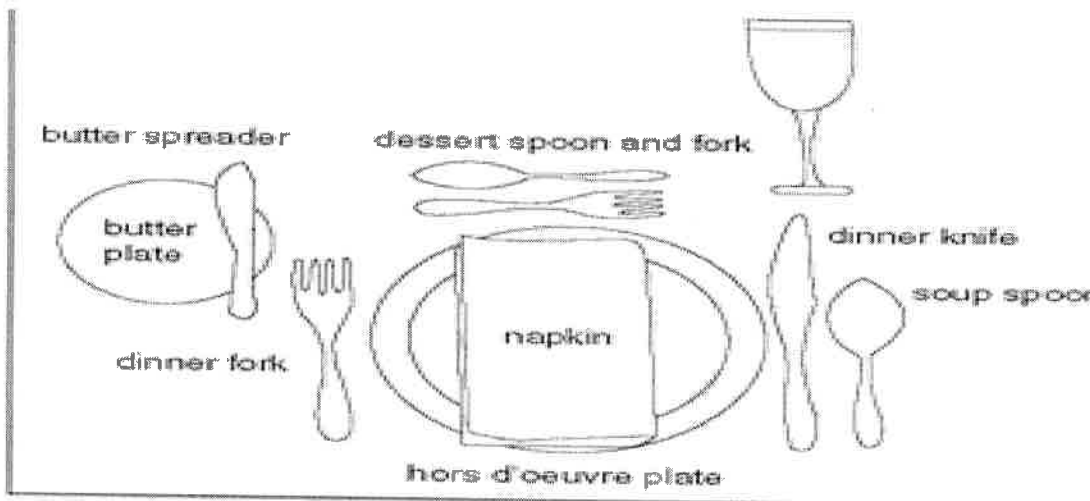
It is agreed, subject to the following conditions, that Alfred State, School of Applied Technology, will grant credit for the Food Safety and Service Training course, CULN 1083 for three (3) credit hours:

1. Student must pass the ServSafe NRA Managers Certification exam, proctored by a ServSafe certified proctor and with a minimum grade of 75%, and thereby have a valid certificate.
2. Student must provide documentation to the department on the first day of classes.

College credit will be granted only upon the student's acceptance and enrollment as a full-time student at Alfred State, School of Applied Technology and a review of the Alfred State Articulation course performance by the Alfred State course instructor and department chair. It is understood a performance and written test on the subject matter may be required prior to credit acceptance. This test will cover the Sanitation Server requirements as follows:

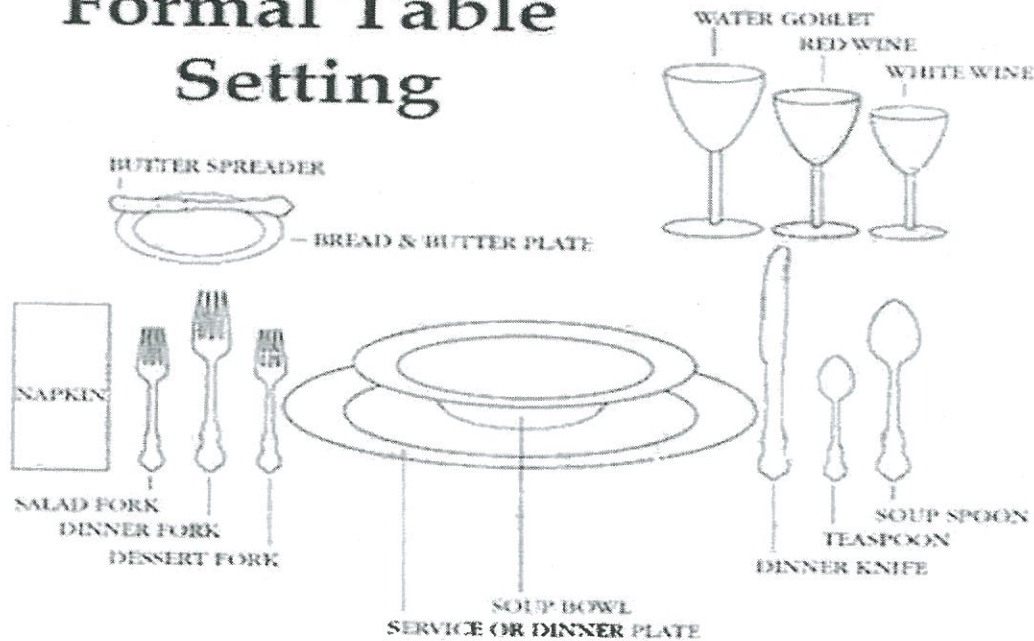
- Server Traits
  - Positive attitude
  - Good appearance
  - Good communication skills
    - writing, verbal, nonverbal
  - Thorough knowledge of job requirements
    - À la carte service & Prix Fixe (menu selling styles)
  - Timeliness
- Good Appearance
  - Personal hygiene
  - Attire
  - Body language

- Sequence of Service
  - Greet the guest
  - Seating the guest and menu presentation
  - Greeting by the server
  - Selling the menu and specials
  - Taking the order
  - Writing the order
  - Transmitting the order to the kitchen
  - Service
  - Check back with the guest
  - Presentation of the check
  - Farewell
- Writing the Order/Service
  - Appetizer
  - Soup
  - Salad
  - Intermezzo
  - Entrée
  - Cheese
  - Dessert
  - Coffee
- Clearing the Table
- Modern American Plate Service
  - Beverages and soup are served to the right side of the guest, with right hand and right foot forward
  - When serving to the right of a guest, the server proceeds to the next guest in clockwise direction
  - Solid foods are served to the guest's left side, with the servers left hand and foot forward
  - When serving to the left of a guest in a counter clockwise direction.
  - Clearing table from the right (with the exception of items placed to the guest's left i.e. bread and butter plate.)



**FIGURE 2-2** French Service Cover: Serviceware in French service includes a butter plate, butter spreader, hors d'oeuvre plate, napkin, dinner fork, dinner knife, soup spoon, dessert fork and spoon, and water or wine glass.

# Formal Table Setting



This agreement will be reviewed and renewed every five (5) years, with a signed agreement by the participating parties. If either participating parties decides to cancel the agreement, they may do so at any time with a thirty (30) day written notice.

Alfred State

The Rochester School District on Behalf of  
University of Rochester as EPO of East High  
School

*Irby Sullivan* 2/27/17  
Irby Sullivan, Ed.D. Date  
President

*[Signature]* 3/6/17  
Superintendent of East HS Date

*Kristin Poppo* 2/24/17  
Kristin Poppo, Ph.D. Date  
Provost

\_\_\_\_\_  
Instructor Date

*Ana McClureham* 2/27/2017  
Dean, School of Applied Technology Date

*Debra A. Burch* 2/22/17  
Department Chairperson Date