



PROGRAM CATALOG
2024

TABLE OF CONTENTS

Why Enroll Here?.....	2
Board of Trustees.....	3
Participating Employers.....	4
Instructional & Management Teams.....	5
Enrollment.....	6 - 10
Program Policies & Procedures.....	11-13
Program Overviews.....	14
English as a Second Language.....	15
Vocational English.....	16
Guest Room Attendant.....	17
House Person/Utility Porter.....	18
Bus Person.....	19
Food Server.....	20
Fountain Worker/Barista.....	21
Bar Porter.....	22
Bar Apprentice.....	23
Introduction to Wine Server.....	24
Advanced Wine Server.....	25
Kitchen Steward.....	26
Baker's Helper.....	27
Professional Cook.....	28
Professional Cook Apprenticeship.....	29
Observed Holidays.....	30
Vocational Program Start/End Dates.....	31-32

WHY ENROLL HERE?

Effective August 2024

Each year, the Culinary Academy of Las Vegas (CALV) trains thousands of people in different programs in hospitality work, digital and employability skills, and language instruction. CALV's hospitality, vocational training programs provide students with the technical and soft skills necessary to succeed in housekeeping, food and beverage, front of the house, and back of the house jobs. All students complete digital and employability skills training to prepare for and excel in an evolving job market. CALV also offers language instruction to ensure each student is proficient in the English language and can engage in real-world conversations they will encounter in the hospitality industry.

CALV provides hospitality training to eligible incumbent workers from participating properties, allowing them to increase their skills, earning capacity, and contribution to the competitiveness of their employer and industry. CALV also develops and delivers customized training for properties designed to meet individual and specialized employer needs.

CALV's relationship with industry and employee representatives enhances the development and design of our curricula and training programs. Industry experts from participating hotels and labor partners work with CALV's development staff and instructors to revise and update curricula and to design new and innovative training programs to support the ever-changing needs of the hospitality industry.

CALV provides training for entry-level and incumbent workers in the Las Vegas hospitality industry. As a labor-management trust, CALV has invaluable partnerships with the Culinary Workers Union Local 226, Bartenders Union Local 165, and over 45 major properties on the Las Vegas Strip and in Downtown Las Vegas. Our goal is to provide high-quality training that will enable people to have successful careers with a living wage, benefits, employer-provided insurance, and opportunities for career advancement.



CULINARY ACADEMY LAS VEGAS



CULINARY ARTS
CATERING & EVENTS



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BOARD OF TRUSTEES

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Vice President Guest Services, Wynn and Encore Las Vegas

Terry Greenwald - Secretary
Secretary-Treasurer, Bartenders Union Local 165

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Vice President of Hotel Operations, Caesars Palace Las Vegas

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D. Taylor
Special Advisor to the President, UNITE HERE

J.T. Thomas
Director of Legal Affairs, Culinary Workers Union Local 226

Diana Valles
President, Culinary Workers Union Local 226

PARTICIPATING EMPLOYERS

Aria Resort & Casino	Hilton Grand Vacations Club Flamingo Las Vegas
Bellagio Hotel & Casino	Hilton Grand Vacations Club Paradise Las Vegas
Binion's Gambling Hall and Hotel	Horseshoe Las Vegas
Caesars Palace Las Vegas Hotel & Casino	The LINQ Hotel
Circa Resort & Casino	Luxor Hotel & Casino
Circus Circus Hotel & Casino Las Vegas	Main Street Station Casino, Brewery, Hotel
The Cosmopolitan of Las Vegas	Mandalay Bay Resort & Casino, Las Vegas
The Cromwell	MGM Grand Las Vegas Hotel & Casino
The D Las Vegas Hotel & Casino	New York-New York Hotel & Casino
Downtown Grand Hotel & Casino	Paris Las Vegas Resort & Casino
Elara by Hilton Grand Vacations	Park MGM Las Vegas
El Cortez Hotel & Casino	Planet Hollywood Resort & Casino
Encore at Wynn Las Vegas	Plaza Hotel & Casino
Excalibur Hotel & Casino	Resorts World Las Vegas
Flamingo Las Vegas Hotel & Casino	Rio All Suite Hotel & Casino
Four Queens Hotel and Casino	Sahara Las Vegas Hotel & Casino
Four Seasons Hotel Las Vegas	The Signature at MGM Grand
Fremont Hotel & Casino	The STRAT Hotel, Casino & Skypod
Golden Gate Hotel & Casino	Treasure Island - TI Hotel & Casino
Golden Nugget Las Vegas	Vdara Hotel & Spa
Goodwrx	Virgin Hotels Las Vegas
Harrah's Las Vegas	Waldorf Astoria Las Vegas
Hilton Grand Vacations Club on the Las Vegas Strip	Westgate Las Vegas Resort & Casino
	Wynn Las Vegas

INSTRUCTIONAL TEAM

Kyria Armenta
Housekeeping Instructor

Elyshia Armstead
Food & Beverage Instructor

Paul Boyd
Kitchen Instructor

Glenn Chang
Kitchen Instructor

Kirsten Considine
Food & Beverage Instructor

Oscar Dietz
Housekeeping Instructor

Jose Esquivel
Kitchen Instructor

Daniel Hill
Kitchen Instructor

Letrice Howard
Kitchen Instructor

Chris Larson
Kitchen Instructor

Dimitri Leontakianakos
Food & Beverage Instructor

Lorna Martinez
Kitchen Instructor

Marta Mejia
Food & Beverage Instructor

Ronda Moodenbaugh
Kitchen Instructor

Nick Preston
Kitchen Instructor

Joel Schaefer
Kitchen Instructor

Renaë Sheldon
English Language Instructor

Linda Tannenbaum
English Language Instructor

Steve Thomas
Housekeeping Instructor

MANAGEMENT TEAM

Dr. Bobbi Damrow
Chief Executive Officer

Shanna Hackel
Dean, Executive Dean

Jennifer L. Kabat
Executive Director, Student Services

ENROLLMENT

Locations

Students may enroll in a CALV program at the Culinary Academy of Las Vegas administrative offices, located at 710 West Lake Mead Blvd., North Las Vegas, NV 89030. Featuring an 11,000-square-foot kitchen facility, event center, full-service restaurant, mock hotel suites, and classrooms, the Culinary Academy of Las Vegas offers hands-on experience to those seeking hospitality careers. For more information, students can call (702) 924-2105 ask for a Student Services representative. Our offices are open Monday through Friday from 8:00am to 5:00pm, excluding holidays.

Program Requirements

There may be requirements or prerequisites for enrolling in a particular training program, such as experience in a certain classification or proficiency in English. All program requirements are listed in the Program Overview section. No credit is given for previous training. For questions about prerequisites, please call (702) 924-2105.

To enroll at CALV, student must be 17-years-old (21-years-old for some programs) and eligible to work in the United States legally. If a student is under the age of 18-years-old at time of enrollment, proof of high school diploma or GED will be required.

Incumbent Workers

Eligible incumbent workers currently at participating hotels can attend CALV trainings as part of their employee benefits package. This is possible due to a predetermined fee structure agreed upon by CALV and participating hotels. Incumbent workers on lay-off status may qualify for training benefits, depending on the date last worked. Individuals who work at a nonparticipating hotels are subject to set program tuition fees to enroll, but may qualify for other tuition assistance.

Incumbent Workers are students who are eligible employees from a participating property that may attend trainings on their days off. Incumbents are required to attend the full instructional day and must post attendance in their first week of vocational training and their first week of vocational training. Workers who are permanently laid-off or separated from their employer must attend their full-time schedule. Incumbents must provide a copy of their work schedule to their instructor. If incumbent student is unable to attend training for more than three consecutive weeks, student will be required to restart training.

Class Schedule

Students generally start vocational class on a Monday and must have completed enrollment by the previous week. Class schedules are subject to change based on enrollment. Some program times are only offered on a rotating basis and registration will be based on availability. Programs are subject to cancellation if the minimum required enrollment of five students is not met. Please call (702) 924-2105 to confirm the most up-to-date class schedule.

Students with Disabilities

If a student has a documented disability and believes they may qualify for special accommodations, registration assistance, or any other service, please contact a CALV Student Services representative at (702) 924-2105. Some institutions, such as Vocational Rehabilitation and Bureau of Services to the Blind, provide limited financial aid to qualified individuals. For information, please contact the proper area-specific agency.

It is the responsibility of the Student Services Department to obtain and file all documentation for students with disabilities requesting services and to coordinate and monitor all services and accommodations provided in compliance with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA).

Accommodations provided to students with disabilities are based on the needs indicated by the documentation they provide. The documentation must be current to ensure appropriate accommodations. When the needs of the student change, the documentation should be updated to reflect the change. All students receiving accommodations through this office are required to comply with CALV policies and procedures as outlined in this manual.

Funding Sources

CALV accepts and will work with individuals who participate and are eligible for the Workforce Innovation and Opportunity Act (WIOA), Welfare-to-Work (WtW), Vocational Rehabilitation Program, Career Enhancement Program, and Clark County Social Services.

Those individuals who do not qualify for a tuition waiver either from a participating hotel, WIOA, or another assistance program are required to pay for training at CALV. Students can pay the tuition, fees, and materials by credit card, personal check, cashier's check, or money order.

Program Cancellations (conforms with NRS 394.449)

If the Culinary Academy of Las Vegas substantially fails to furnish instruction for any particular training it offers, the student will be refunded the entire amount paid.

If a student cancels their enrollment before the start of the training program or no later than three (3) days after signing the Enrollment Agreement, CALV shall refund all money the student has paid. Cancellation may occur when the student provides a written notice of cancellation to CALV. This can be done electronically, by mail, or by hand delivery. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage. 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 the Enrollment Agreement.

If a student cancels enrollment before the start of the training, but after the three-day cancellation window, CALV is required to refund all money paid, minus 10% of the tuition fee or \$150, whichever is less. Until 60% of the training has been completed, CALV must refund daily pro rata amount based on the first day of instruction through the last day of attendance, regardless of absences, minus 10% of the tuition or \$150, whichever is less. If the student withdraws or is expelled after completing the 60% of the program set forth in the enrollment agreement, the school may charge the entire cost agreed upon.

If a refund is owed, CALV shall pay the refund to the person or funding source within 15 days of the cancellation notification date to Student Services by the student; date of termination by CALV; last day of an authorized leave of absence, if a student fails to return after the period of authorized absence; or last day of attendance of a student, whichever is applicable. If a refund is owed to a VA participant, the refund will be issued within the allowed period of 40 days.

The tuition must be calculated using the tuition and fees set forth in the enrollment agreement and does not include books, educational supplies, uniforms, or equipment listed separately. The period of a student's attendance must be measured from the first day of instruction as set forth in the enrollment agreement through the student's last day of actual attendance, regardless of absences. The period of time for a training program is the period set forth in the enrollment agreement. Books, educational supplies, equipment, or uniforms are not included in the policy for refund.

Occasionally, a program currently listed in the program list may be canceled. However, students already enrolled in a canceled program will usually be allowed to complete the program and will not be affected by its cancellation. If a program is canceled and the student cannot complete it as agreed upon, CALV will reimburse any student fees in full.

Account for Student Indemnification (conforms with NRS 394.441 and 394.553)

The State of Nevada has created an account in the State General Fund for student indemnification. The existence of the Account does not create a right in any person to receive money from the Account. The Administrator shall administer the Account in accordance with regulations adopted by the Commission. The money in the Account may be used to indemnify any student or enrollee who has suffered damage as a result of:

- (a) The discontinuance of operation of a postsecondary educational institution licensed in this state; or
 - (b) The violation by such an institution of any provision of NRS 394.383 to 394.560, inclusive, or the regulations adopted pursuant thereto.
1. If a student or enrollee is entitled to indemnification from a surety bond pursuant to NRS 394.480, the bond must be used to indemnify the student or enrollee before any money in the Account may be used for indemnification.
 2. In addition to the expenditures made for indemnification pursuant to subsection 2, the Administrator may use the money in the Account to pay extraordinary expenses incurred to investigate claims for indemnification or resulting from the discontinuance of the operation of a postsecondary educational institution licensed in this state. Money expended pursuant to this subsection must not exceed, for each institution for which indemnification is made, 15 percent of the total amount expended for indemnification pursuant to subsection 2 or \$10,000, whichever is less.
 3. No expenditure may be made from the Account if the expenditure would cause the balance in the Account to fall below \$10,000.
 4. Interest and income earned on the money in the Account, after deducting any applicable charges, must be credited to the Account.
 5. The money in the Account does not lapse to the State General Fund at the end of any fiscal year.

[Added to NRS by 1995, 323]

Uniform Fee

Students will receive one uniform set, if required for their program. Work shoes are not included as part of the uniform. CALV does not buy back uniforms. It is the student's responsibility to maintain their uniform throughout the duration of their training. If misplaced, the student will be responsible for acquiring a replacement uniform at their own expense.

Documents Required to Enroll

The following original documents are required for enrollment as well as for employment placement:

- Driver License or state-issued ID
- Social Security Card
- Health Card (with the exception of Housekeeping students)
- Alcohol Awareness Card (for Food and Beverage students)
- Proof of legal status (if applicable, e.g., green card, work authorization card)
- Method of payment (voucher, contract from funding provider, or self-payment by credit card, personal check, cashier's check, or money order; no cash accepted)
- Proof of employment, if applicable (last pay stub)

Student Grievance Policy (NRS 394.443 for grievances)

CALV management handles all business and complaints. If the student has problems with any instructor, employee, or another student, the student should report the incident to their instructor or to the Student Services Department. If the concerns have not been resolved, the student should forward a written copy of the complaint to the Executive Director of Student Services, via mail or email. Our office is located at 710 West Lake Mead Blvd., North Las Vegas, NV 89030; the phone number is (702) 924-2105 or (702) 924-2100.

Students must follow CALV policies and procedures as set forth by the Board of Trustees, participating hotels, and management. If the student disagrees with these guidelines, the student should see the administration office for further explanation or speak to the Executive Director of Student Services. If, as a result of these discussions, the student does not feel the issue has been satisfactorily resolved, the student can file a formal complaint to the Nevada Commission on Postsecondary Education at [www.cpe.nv.gov].

Graduation

To graduate, all students must complete the scheduled hours of class, pass all required testing, and be approved by the instructor and complete an exit interview with Career Services. Students with an Unsatisfactory or Incomplete grade will not qualify to graduate. If the instructor believes a student has not yet met course objectives, the student will be retained, even if all course hours have been completed. All financial obligations must be met in order to graduate.

Certificate

At graduation, students will receive their certificate of program completion. Students may request a reprint, but there is a \$5 charge (check or money order only) for re-issuing a certified and true copy of the certificate, due at the time of request. There is a two-week processing period for the reprints. A Student Services representative will contact the student when the certificate is ready.

Transcript (conforms with NRS 394.411)

To receive an official transcript from CALV, send a request with student's full name, complete address, and social security number to the Culinary Academy of Las Vegas/Student Services, Attn: Transcript Requests, 710 West Lake Mead Blvd., North Las Vegas, Nevada 89030. All transcripts will include a pass or fail status as well as a record of the student's progress by completion of learning objectives or by grades, dates of attendance, and date of graduation.

Standards of Progress

Throughout the training, the instructor will measure students' understanding of fundamental concepts through observation, discussion, and written and practical assessments. The instructor will keep notes on each student's progress. Through one-on-one exchanges, the instructor will evaluate each student's mastery of the curriculum and provide feedback for improvement. At the end of the course, the instructor will complete a student evaluation grading transcript, assessing each student on mastery of the topics covered and indicating areas needing improvement. To pass the class and graduate, students must receive a Satisfactory grade.

Students are expected to meet class objectives; failure to do so is considered unsatisfactory progress. The instructor will provide additional support to struggling students to enable their success. Any behavior impeding students' progress will be documented as first and second infractions. After the third infraction, a student will be placed on suspension for up to 29 days or will be dismissed from the program depending on the severity of the infraction. If a suspension is issued and the student does not return on the scheduled date, the student will be dismissed from the program. Students who fail to meet class objectives may also be put on a performance improvement plan. If a student is unable to meet the performance improvement plan, they may be dismissed from their training program.

Grade	Description
NS	No Show - Student never attended class and never withdrew from the course
S	Satisfactory - Student met all course requirements successfully
U	Unsatisfactory - Student did not meet all course requirements
I	Incomplete - Student did not meet course requirements due to unforeseen circumstances. Instructors may agree to provide students work up to 60 days after course completion, providing a schedule plan to Student Services and the Executive Dean.

PROGRAM POLICIES & PROCEDURES

Student Services

Student Services is available to resolve any student complaint or area of concern. Student Services cannot make changes to a student schedule or resolve a complaint without conferring with the appropriate instructors. Student Services does not discriminate, and all policies and procedures will be administered fairly and consistently.

Attendance

Regular attendance is required to graduate. Time off must be arranged with the instructor prior to the day requested. If a student is sick for three (3) days or more, then a doctor's note must be provided to return to training. If a student is going to be more than ten (10) minutes late, they must contact their instructor. Failure to do so will result in being sent home. Students cannot leave class early, unless approved by their instructor prior to class or in case of an emergency. All missed time must be made up to graduate.

Allowable Absences

If a student exceeds the number of allowable absences, they may be withdrawn from their training program. Allowable absences vary by program and are as follows: one (1) allowable absence for Guest Room Attendant, House Person/Utility Porter, Bus Person, Fountain Worker/Barista, Bar Porter, Bar Apprentice, Introduction to Wine Server, Advanced Wine Server, Kitchen Steward; two (2) allowable absences for Food Server and Baker's Helper; (4) allowable absences for Professional Cook.

Emergency Leave of Absence

An Emergency Leave of Absence may be granted by Student Services for up to three (3) weeks. Student Services will document the circumstance and provide a copy to the student.

Breaks

Breaks will be scheduled by the instructor. Unauthorized breaks will be subject to disciplinary action, up to and including termination from the training program. Students can bring food from home or purchase lunch at the Westside Bistro. When dining inside of the Westside Bistro, students should maintain a professional appearance and cannot be in student uniform. Students are encouraged to take breaks in the Employee Dining Room or outside patio.

Language Requirements

Language Requirements are set by CALV's Board of Trustees. At the request of participating hotels, all students must speak English during their training. Students may speak their native language at CALV only while on daily scheduled breaks. Students come from various cultural backgrounds and speak many different languages. Speaking only English in class ensures that no one will feel excluded. Most important, an applicant's ability to communicate in English with guests is a "bona fide occupational qualification," and thus, a requirement for hiring. Students who do not meet language proficiency will be assisted by CALV's Language Instruction staff.

Career Services

All graduates can schedule an appointment for assistance with their job search. Instructors will coordinate with the Career Services to ensure all unemployed students exiting the program receive help with job applications and resume development. It is important for graduates to keep their employment status and contact information current. Please contact Student Services at (702) 924-2105 with any changes. CALV does not guarantee employment.

Rules and Regulations

All students must follow CALV's rules and regulations. CALV reserves the right to issue infractions not specified below. If a suspension is issued and the student does not return on the scheduled date, the student will be dismissed. All students need to be present for the entire instructional period.

- First Infraction: Instructor will give a verbal warning to the student.
- Second Infraction: Student will meet with Student Services and a written warning will be added to the student's file.
- Third Infraction: Student will receive a final written warning and may be placed on suspension or dismissed from the program, depending on the severity of the infraction.

Dismissal

Violation of rules and regulations may be grounds for immediate dismissal, depending on the severity of the violation. Students who have been dismissed may re-enroll as a new student after a 30-day period. Student Services must review and approve the re-enrollment on a case-by-case basis.

Infractions

- No inappropriate behavior or conduct related to the treatment of others including, but not limited to:
 - Profanity, careless behavior, horseplay, or practical jokes that endanger or disrupt student learning.
 - Fighting or instigating a fight
 - Bullying (using verbal, physical, or psychological abuse)
 - Harassment or discriminating behavior related to race, ethnicity, gender, sexual orientation, age, disability, religion, or other reasons
 - Sexual harassment

- No eating, drinking, or chewing gum in unauthorized areas.
- No sleeping, loitering, or loafing during training.
- No smoking on CALV property or events.
- Failure to follow attendance policy.
- Failure to sign in or out for class or breaks.
- Failure to return from break on-time.
- Leaving campus or an event without permission.
- Failure to use student entrance.
- Failure to speak English as required in class/training.
- No cellphone use other than during assigned break periods and in assigned areas.
- No intentional waste of products or supplies.
- No insubordination – defiance of authority or refusal to obey orders.
- Failure to park in student designated areas.
- Failure to have proper work cards.
- Violating SNHD, OSHA, or safety regulations.
- No possession or under the influence of alcohol or a controlled substances during training/class.
- No possession of firearms or weapons of any kind, including taser or pepper spray.
- No cheating, copying others work, allowing others to copy your work, using resources when taking a test or quiz, taking a test for someone else, or having someone take a test for you.

Personal Appearance

Students should maintain proper grooming, dress, cleanliness, and hygiene. Dress or appearance should not be distracting to others and should be within acceptable standards of health, safety, and public contact. Students are required to wear a CALV name badge and/or CALV uniform. Uniforms should be clean and pressed. Facial hair, piercings, and tattoos must be covered or removed prior to starting class.

- Keep hands and nails clean and well-manicured.
 - Back of the house cannot have nail polish or acrylic nails.
- Hair should be clean, combed, no unnatural hair colors or distracting hair style like spiked or mohawks.
 - Back of the house must have hair pulled back appropriately and in conformance with the Health Department regulations.
- Make-up must be conservative, no bright shades of lipstick, eye shadow, or eyeliner.
- Back of the house cannot have rings, watches bracelets or fake eyelashes.
- Black closed-toe, non-slip, clean, shoes during training.

PROGRAM OVERVIEWS

The Culinary Academy of Las Vegas (CALV) is a nonprofit hospitality training institute offering various programs in hospitality work, digital and employability skills training, and language instruction.

CALV's hospitality, vocational training programs provide students with the technical and soft skills necessary to succeed in housekeeping, food and beverage, front of the house, and back of the house jobs. All students complete digital and employability skills training to prepare for and excel in an evolving job market. CALV also offers language instruction to ensure each student is proficient in the English language and can engage in real-world conversations they will encounter in the hospitality industry.

To meet program language proficiency requirements, as determined by Student Services, students are required to take an English Language Proficiency assessment prior to starting any vocational training program. Assessments are evaluated to determine the appropriate English Language support program needed prior to enrollment in vocational training.

CALV's 12 vocational training programs are licensed by the Nevada Commission on Postsecondary Education and its Cook Apprenticeship program is registered with the Nevada State Apprenticeship Council. Tuition includes vocational training, digital and employability skills training, language instruction (if applicable), class materials, handouts, and uniforms. Applied learning hours are an integral component of each program and are scheduled per student by the program instructor. Applied learning hours will be on-campus supporting the Westside Bistro and Culinary Arts Catering & Events, or off-campus at 500 Grand Cafe and other approved partner locations.

Program schedules are subject to change. Funding assistance may be available for eligible students. Main campus is located at 710 West Lake Mead Blvd., North Las Vegas, NV 89030. For more information, contact Student Services at 702-924-2105.

The Culinary Academy of Las Vegas is an equal opportunity employer and does not discriminate on the basis of sex, age, race, color, religion, sexual orientation, marital status, disability, national origin, status with regard to public assistance, or status as a veteran of the Vietnam era, in the educational programs or activities which it operates. CALV adheres to ADA guidelines and provides reasonable accommodations for the disabled and also complies with Affirmative Action/EEO guidelines.

LANGUAGE INSTRUCTION

English as a Second Language

The English as a Second Language program provides basic English as a Second Language instruction to beginning students. The course includes practical lessons in reading, speaking, listening, vocabulary acquisition, and writing. Upon successful completion of this program, students will be able to enroll in the Vocational English program at CALV. No knowledge of English is required to enroll in this program.

Tuition: Free and available to all

Length: 4 weeks

Schedule: Monday - Friday, times vary

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID

Program Course Breakdown:

- Welcome, Personal Information, At School
- Friends and Family, Health
- Around Town, Time
- Shopping, Work

LANGUAGE INSTRUCTION

Vocational English

The Vocational English program prepares students with a basic-to-intermediate knowledge of English for enrollment in the Guest Room Attendant or Kitchen Steward programs. Students will study English grammar, learn vocation-specific vocabulary, and engage in real-world conversations they will encounter in the hospitality industry.

Tuition: Included with vocational training tuition

Length: 40 hours (2 weeks)

Schedule: Monday - Friday, 8:00am to 12:00pm

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID; basic conversational English ability or complete English as a Second Language class

Program Course Breakdown:

- Introduction to CALV, Introductions & Greetings
- Responding to Requests in the Workplace
- Casino-Resort Amenities, Giving Accurate Directions
- Work Routines and Work Schedules
- English for Kitchen Stewards
- English for Guest Room Attendants
- Workplace Safety, Workplace Situations, Responding to Guest Problems
- Employability: Applications and Interviews
- Introduction to Digital Literacy

HOUSEKEEPING

Guest Room Attendant

This program provides students with the skills necessary to perform the duties of a guest room attendant (GRA). Upon program completion, students become proficient in the variety of duties and responsibilities required to work as a guest room attendant, including making beds, adhering to proper cleaning methods and chemical usages, checking rooms, stocking carts, and following proper safety responsibilities. Students gain applied learning experience in CALV's mock hotel rooms.

Tuition: \$779

Length: 75 hours (3 weeks)

Schedule: Weeks 1-2: Monday - Friday, 8:00am to 2:30pm

Week 3: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID, Social Security card; must be able to communicate effectively in English or complete Vocational English class, as recommended

Program Course Breakdown:

- Digital Literacy
- Proper Bed Making
- Room Status Reports and Cleaning Guest Rooms
- Biohazards, Chemical Safety, and Bathroom Cleaning
- Reporting Guest Room Maintenance Issues
- Cart Loading and Maintenance
- Found Items and Receiving a Tip
- Unexpected and Challenging Situations
- Effective Communication and Customer Service
- Employability for Guest Room Attendants

HOUSEKEEPING

House Person/Utility Porter

This program provides students with the skills needed to perform the duties of a house person and utility porter (HPU). Students learn about cleaning methods, handling of chemicals, cleaning and using utility equipment, room check procedures, delivery of guest requests, linen inventory, cart management, and safety and biohazards. Students gain applied learning experience through deep cleaning of various surfaces, including concrete, carpet, and tile.

Tuition: \$779

Length: 75 hours (3 weeks)

Schedule: Weeks 1-2: Monday - Friday, 11:00am to 5:30pm

Week 3: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 21-years-old; valid driver's license/state ID, Social Security card; must be able to lift 50lbs and control utility equipment weighing up to 250lbs; must be able to communicate effectively in English or complete Vocational English class, as recommended

Program Course Breakdown:

- Digital Literacy
- Cleaning Public Areas
- HPU Equipment
- Vacuum Cleaner Operation and Maintenance
- Chemical Safety
- Cleaning and Maintaining Floor Surfaces
- Responsibilities of Housekeeping and Linen Attendants
- Pull Room and Deep Cleaning Procedures
- Maintenance Issues
- Carpeting and Upholstery
- Stripping and Waxing Floors
- Customer Service
- Employability for House Persons/Utility Porters

FOOD & BEVERAGE

Bus Person

This program provides students with the skills needed to perform the duties of a bus person as required and expected by the Las Vegas hospitality industry. Students learn how to properly provide table greets, give exceptional customer service, clean dining areas in accordance with Southern Nevada Health District regulations, and maintain a positive attitude while performing daily job responsibilities. Students gain applied learning experience supporting the Westside Bistro, Culinary Arts Catering & Events, and other approved partner locations.

Tuition: \$887

Length: 61 hours (3 weeks)

Schedule: Week 1: Monday - Tuesday, 8:00am to 2:00pm
Wednesday - Friday, 10:00am to 2:00pm

Week 2: Monday - Friday, 10:00am to 2:00pm

Week 3: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card; must be able to communicate effectively in English or complete Vocational English class, as recommended

Program Course Breakdown:

- Digital Literacy
- Food, Chemical, and Workplace Safety
- Hospitality and Effective Communication
- Service Styles
- Service Tasks
- Sequence of Service
- Coffee and Espresso Service
- Employability for Bus Persons

FOOD & BEVERAGE

Food Server

This program provides students with the skills needed to perform the duties of a food server as required and expected by the Las Vegas hospitality industry. Students learn how to properly provide table greets, utilize suggestive selling techniques, recognize dining room etiquette, provide exceptional customer service, and follow Southern Nevada Health District regulations. Students also learn how to serve food and wine, handle cash and credit cards, operate a point of sale system, set up guest tables, greet customers, and answer questions about menus and entrées. Students gain applied learning experience supporting the Westside Bistro, Culinary Arts Catering & Events, and other approved partner locations.

Tuition: \$1,297

Length: 107 hours (5 weeks)

Schedule: Week 1: Monday - Friday, 8:00am to 2:00pm
Weeks 2-4: Monday - Friday, 10:00am to 2:00pm
Week 5: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 21-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card, Alcohol Awareness card; six (6) months of experience as a bus person (waived with completion of CALV Bus Person training program)

Program Course Breakdown:

- Digital Literacy
- Food, Chemical, and Workplace Safety
- Hospitality and Effective Communication
- Service Styles
- Service Tasks
- Sequence of Service
- Coffee and Espresso Service
- Menu Knowledge
- Point of Sale Systems
- Beer, Wine, and Spirits
- Introduction to Wine Service and Food and Wine Pairing
- Employability for Food Servers

FOOD & BEVERAGE

Fountain Worker/Barista

This program provides students with the skills needed to perform the duties of a fountain worker/barista as required and expected by the Las Vegas hospitality industry. Students learn how to successfully be employed in a quick-service/self-service restaurant. Students also learn how to use a point of sale system, properly greet customers, give exceptional customer service, handcraft coffee, espresso, and tea drinks, follow Southern Nevada Health District regulations, and be able to maintain a positive attitude while performing daily job duties. Students gain applied learning experience supporting 500 Grand Cafe and other approved partner locations.

Tuition: \$965

Length: 87 hours (3 weeks)

Schedule: Week 1: Monday - Friday, 11:30am to 1:30pm

Weeks 2-3: Monday - Friday, 7:00am to 1:30pm

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card

Program Course Breakdown:

- Digital Literacy
- Hospitality Standards
- Effective Communication
- Safety Regulations, Sanitation, and Food Safety
- Introduction to Coffee and Espresso Drinks
- Coffee and Espresso Service
- Point of Sale Systems and Cash Handling
- Tea and Other Drinks
- Quick Service/Grab-and-Go
- Employability for Fountain Workers

FOOD & BEVERAGE

Bar Porter

This program provides students with the skills needed to perform the duties of a bar porter as required and expected by the Las Vegas hospitality industry. Students learn how to clean, maintain, and handle all bar equipment for which they are responsible. Students also learn how to properly handle chemicals, understand local alcohol laws and regulations, and use bar tools and utensils.

Tuition: \$640

Length: 32 hours (2 weeks)

Schedule: Week 1: Monday - Friday, 11:00am to 2:00pm

Week 2: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 21-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card, Alcohol Awareness card

Program Course Breakdown:

- Digital Literacy
- Bar Porter Orientation
- Hospitality/Bartending Industry Overview
- Food, Chemical, and Workplace Safety
- Alcohol Laws and Regulations
- Beer, Wine, Spirits (Basic)
- Bar Equipment, Tools, and Glassware
- Garnishes
- Bar Cleaning and Maintenance
- Employability for Bar Porters

FOOD & BEVERAGE

Bar Apprentice

This program provides students with the skills needed to perform the duties of a bar apprentice as required and expected by the Las Vegas hospitality industry. This program builds off the material covered in the Bar Porter program. In addition to a review of sanitation and customer service standards, students learn about employer expectations, drink recipes, cash handling, and different types of alcohol.

Tuition: \$855

Length: 62 hours (4 weeks)

Schedule: Weeks 1-3: Monday - Friday, 11:00am to 2:00pm

Week 4: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 21-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card, Alcohol Awareness card; six (6) months of experience as a bus person, food server, cocktail server, and/or bar porter (waived with completion of CALV Bar Porter training program)

Program Course Breakdown:

- Digital Literacy
- Bar Apprentice Orientation
- Hospitality/Bartending Industry Overview
- Food, Chemical, and Workplace Safety
- Alcohol Laws and Regulations
- Beer, Wine, Spirits (Advanced)
- Bar Equipment, Tools, and Glassware
- Garnishes
- Bar Cleaning and Maintenance
- Point of Sale Systems
- Pouring and Drink Making
- Drinks and Preparation
- Employability for Bar Apprentices

FOOD & BEVERAGE

Introduction to Wine Server

This program provides students with the skills needed to perform the duties of a wine server as required and expected by the Las Vegas hospitality industry. Students learn the basics of wine, wine service, and principles for achieving guest satisfaction. This introductory program serves as a prerequisite for the Advanced Wine Server program.

Tuition: \$1,360

Length: 32 hours (4 weeks)

Schedule: Weeks 1-3: Monday - Tuesday, 8:00am to 10:30am

Week 4: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 21-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card, Alcohol Awareness card

Program Course Breakdown:

- Digital Literacy
- Introduction to Wine
- Wine Varietals
- Alcohol Laws and Regulations
- Introduction to Wine Service
- Introduction to Wine Tasting and Food Pairing
- Employability for Wine Servers

FOOD & BEVERAGE

Advanced Wine Server

This program provides students with advanced wine knowledge which builds upon the basic knowledge gained in the Introduction to Wine Server program. Students learn about the history of wine, the winemaking process, wine regions, and wine tasting. This program aids students in preparing for sommelier certification programs from accredited agencies, such as WSET and Court of Master Sommeliers.

Tuition: \$1,850

Length: 30 hours (4 weeks)

Schedule: Weeks 1-4: Wednesday - Friday, 8:00am to 10:30am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 21-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card, Alcohol Awareness card; must complete CALV Introduction to Wine Server program

Program Course Breakdown:

- History of Wine
- The Winemaking Process
- Old World/New World Wine Regions
- Terroir
- Advanced Wine Tasting
- White Wine Tasting
- Sparkling Wine Tasting
- Red Wine Tasting

KITCHEN

Kitchen Steward

This program provides students with the skills needed to perform the duties of a kitchen steward as required and expected by the Las Vegas hospitality industry. Students learn how to clean, sanitize, maintain, and handle kitchen equipment. Students also learn how to properly handle and label all chemicals and will gain applied learning experience in dish-room, steward, and deep-cleaning operations. Students gain applied learning experience supporting the Westside Bistro, Culinary Arts Catering & Events, 500 Grand Cafe, and other approved partner locations.

Tuition: \$849

Length: 97 hours (3 weeks)

Schedule: Week 1: Monday - Friday, 8:00am to 3:30pm
Week 2: Monday - Friday, 11:00am to 6:30pm
Week 3: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card; must be able to lift 50lbs and work with dish room chemicals; must be able to communicate effectively in English or complete Vocational English class, as recommended

Program Course Breakdown:

- Digital Literacy
- Dish Room Operations and Maintenance
- Kitchen Setup and Breakdown
- Deep Cleaning
- Banquet Stewarding
- Employability for Kitchen Stewards

KITCHEN

Baker's Helper

This program provides students with the skills needed to perform the duties of a baker's helper as required and expected by the Las Vegas hospitality industry. Students become proficient in making a variety of cakes, pastries, breads and other baked goods, along with sauces, custards, and confections. Students also develop professional skills required of the job. Students gain applied learning experience supporting the Westside Bistro, Culinary Arts Catering & Events, 500 Grand Cafe and other approved partner locations.

Tuition: \$1,827

Length: 182 hours (12 weeks)

Schedule: Weeks 1-11: Monday - Friday, 8:00am to 11:00am or 12:00pm to 3:00pm
or 4:00pm to 7:00pm

Week 12: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card

Program Course Breakdown:

- Digital Literacy
- Kitchen Equipment and Tools
- Ingredient Identification
- Knife Skills
- Quick Breads
- Cookies and Bars
- Custards, Creams, and Sauces
- Pies and Tarts
- Cakes and Icings
- Yeast Breads
- Laminated Doughs
- Frozen Desserts
- Employability for Baker's Helpers

KITCHEN

Professional Cook

This program provides students with the skills needed to perform the duties of a professional cook as required and expected by the Las Vegas hospitality industry. Students become proficient in hot and cold food production, plate and food presentation, line mechanics, and become familiar with the production and operation of restaurants, with attention to skills required for further professional development and advancement. Students utilize knife skills and correct terminology while executing a variety of cooking methods and basic food preparation tasks. Students also develop professional skills required of the job. Students gain applied learning experience supporting the Westside Bistro, Culinary Arts Catering & Events, 500 Grand Cafe, and other approved partner locations.

Tuition: \$3,384

Length: 377 hours (13 weeks)

Schedule: Weeks 1-12: Monday - Friday, 8:00am to 2:30pm

Week 13: Monday - Friday, 8:00am to 11:00am

In conjunction with their set schedule, students may be required to participate in additional training opportunities

Program Requirements: Minimum age 17-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card

Program Course Breakdown:

- Digital Literacy
- Kitchen Equipment and Tools
- Ingredient Identification
- Knife Skills
- Garde Manger
- Breakfast and Brunch
- Egg Cookery
- Soups, Stocks, and Sauces
- Cooking Methods
- Introduction to Production
- Employability for Professional Cooks

KITCHEN

Professional Cook Apprenticeship

This program is registered with the Nevada State Apprenticeship Council. This program provides apprentices with the opportunity to build on and elevate their culinary skills, providing the theoretical and practical foundation necessary to be successful in the culinary industry. Apprentices learn to work as a responsible, positive, and dedicated employee while demonstrating the necessary knowledge and skills to be successful in the workplace.

Tuition: none

Length: 180 hours classroom instruction and 2,000 hours paid on-job learning (52 weeks)

Schedule: Varies based on apprentice's employer placement

Program Requirements: Minimum age 18-years-old; valid driver's license/state ID, Social Security card, Food Handler Safety Training card; high school diploma or GED equivalency; CALV Professional Cook Program Certificate or 2+ years of experience as entry-level cook

Program Course Breakdown:

- Building Flavors
- Nutrition and Special Diets
- Plant-Based Cuisines, Vegetables, Grains, Nuts, and Seeds
- Grade Manger/Hors d'oeuvres
- Pasta and Sauces
- Fish and Shellfish
- Poultry
- Beef, Pork, and Lamb
- Baking Fundamentals
- Menu Development, Costing, and Plating

OBSERVED HOLIDAYS

The Culinary Academy of Las Vegas will be closed on the following dates in observance of the holidays:

2024

January 1, 2024 – New Year’s Day

January 15, 2024 – Martin Luther King Day

February 19, 2024 – Presidents’ Day

May 27, 2024 – Memorial Day

June 19, 2024 – Juneteenth

July 4, 2024 – Independence Day

September 2, 2024 – Labor Day

October 14, 2024 – Indigenous People’s Day

October 25, 2024 – Nevada Day

November 11, 2024 – Veteran’s Day

November 28, 2024 – Thanksgiving

November 29, 2024 – Day After Thanksgiving

December 25, 2024 through January 1, 2025 – Holiday Break

VOCATIONAL PROGRAM START/END DATES

If program start date falls on an observed holiday, program will start next business day.

Guest Room Attendant

Start	End
01/08/24	01/26/24
01/22/24	02/09/24
02/05/24	02/23/24
02/19/24	03/08/24
03/04/24	03/22/24
03/18/24	04/05/24
04/01/24	04/19/24
04/15/24	05/03/24
04/29/24	05/17/24
05/13/24	05/31/24
05/27/24	06/14/24
06/10/24	06/28/24
06/24/24	07/12/24
07/08/24	07/26/24
07/22/24	08/09/24
08/05/24	08/23/24
08/19/24	09/06/24
09/02/24	09/20/24
09/16/24	10/04/24
09/30/24	10/18/24
10/14/24	11/01/24
10/28/24	11/15/24
11/11/24	11/29/24
11/25/24	12/13/24
12/09/24	01/03/25
12/30/24	01/17/25
01/13/25	01/31/25
01/27/25	02/14/25

House Person/Utility Porter

Start	End
01/08/24	01/26/24
01/22/24	02/09/24
02/05/24	02/23/24
02/19/24	03/08/24
03/04/24	03/22/24
03/18/24	04/05/24
04/01/24	04/19/24
04/15/24	05/03/24
04/29/24	05/17/24
05/13/24	05/31/24
05/27/24	06/14/24
06/10/24	06/28/24
06/24/24	07/12/24
07/08/24	07/26/24
07/22/24	08/09/24
08/05/24	08/23/24
08/19/24	09/06/24
09/02/24	09/20/24
09/16/24	10/04/24
09/30/24	10/18/24
10/14/24	11/01/24
10/28/24	11/15/24
11/11/24	11/29/24
11/25/24	12/13/24
12/09/24	01/03/25
12/30/24	01/17/25
01/13/25	01/31/25
01/27/25	02/14/25

Bus Person

Start	End
01/15/24	03/01/24
02/12/24	03/29/24
03/11/24	04/26/24
04/08/24	05/24/24
05/06/24	06/21/24
06/03/24	07/19/24
07/01/24	08/16/24
07/29/24	09/13/24
08/26/24	10/11/24
09/16/24	10/04/24
10/14/24	11/01/24
11/11/24	11/29/25
12/09/24	01/03/25
01/13/25	01/31/25

Fountain Worker

Start	End
01/01/24	01/19/24
01/15/24	02/02/24
01/29/24	02/16/24
02/12/24	03/01/24
02/26/24	03/15/24
03/11/24	03/29/24
03/25/24	04/12/24
04/08/24	04/26/24
04/22/24	05/10/24
05/06/24	05/24/24
05/20/24	06/07/24
06/03/24	06/21/24
06/17/24	07/05/24
07/01/24	07/19/24
07/15/24	08/02/24
07/29/24	08/16/24
08/12/24	08/30/24
08/26/24	09/13/24
09/09/24	09/27/24
09/23/24	10/11/24
10/07/24	10/25/24
10/21/24	11/08/24
11/04/24	11/22/24
11/18/24	12/06/24
12/02/24	12/20/24
12/16/24	01/10/25
01/06/25	01/24/25
01/20/25	02/07/25

Food Server

Start	End
01/15/24	03/22/24
02/12/24	04/19/24
03/11/24	05/17/24
04/08/24	06/14/24
05/06/24	07/12/24
06/03/24	08/09/24
07/01/24	09/06/24
07/29/24	10/04/24
08/26/24	11/01/24
09/16/24	10/18/24
10/14/24	11/15/24
11/11/24	12/13/24
12/09/24	01/17/25
01/13/25	02/14/25

VOCATIONAL PROGRAM START/END DATES

Bar Porter

Start	End
01/08/24	01/26/24
01/29/24	02/16/24
02/19/24	03/08/24
03/11/24	03/29/24
04/01/24	04/19/24
04/22/24	05/10/24
05/13/24	05/31/24
06/03/24	06/21/24
06/24/24	07/12/24
07/15/24	08/02/24
08/05/24	08/23/24
08/26/24	09/13/24
09/30/24	10/11/24
10/28/24	11/08/24
11/25/24	12/06/24
12/30/24	01/10/25
01/27/25	02/07/25
02/24/25	03/07/25

Bar Apprentice

Start	End
01/08/24	02/02/24
01/29/24	02/23/24
02/19/24	03/15/24
03/11/24	04/05/24
04/01/24	04/26/24
04/22/24	05/17/24
05/13/24	06/07/24
06/03/24	06/28/24
06/24/24	07/19/24
07/15/24	08/09/24
08/05/24	08/30/24
08/26/24	09/20/24
09/30/24	10/25/24
10/28/24	11/22/24
11/25/24	12/20/24
12/30/24	01/24/25
01/27/25	02/21/25

Kitchen Steward

Start	End
01/08/24	01/26/24
01/22/24	02/09/24
02/05/24	02/23/24
02/19/24	03/08/24
03/04/24	03/22/24
03/18/24	04/05/24
04/01/24	04/19/24
04/15/24	05/03/24
04/29/24	05/17/24
05/13/24	05/31/24
05/27/24	06/14/24
06/10/24	06/28/24
06/24/24	07/12/24
07/08/24	07/26/24
07/22/24	08/09/24
08/05/24	08/23/24
08/19/24	09/06/24
09/02/24	09/20/24
09/16/24	10/04/24
09/30/24	10/18/24
10/14/24	11/01/24
10/28/24	11/15/24
11/11/24	11/29/24
11/25/24	12/13/24
12/09/24	01/03/25
12/30/24	01/17/25
01/13/25	01/31/25
01/27/25	02/14/25
02/10/25	02/28/25

Baker's Helper

Start	End
12/11/23	03/01/24
03/04/24	05/24/24
05/27/24	08/16/24
08/19/24	11/08/24
11/18/24	02/14/25
02/17/25	05/09/25
05/12/25	08/01/25
08/04/25	10/24/25

Professional Cook

Start	End
01/08/24	04/05/24
01/29/24	04/26/24
02/19/24	05/17/24
03/11/24	06/07/24
04/01/24	06/28/24
04/22/24	07/19/24
05/13/24	08/09/24
06/03/24	08/30/24
06/24/24	09/20/24
07/15/24	10/11/24
08/05/24	11/01/24
08/26/24	11/22/24
09/16/24	12/13/24
10/07/24	01/10/25
10/28/24	01/31/25
11/18/24	02/21/25
12/09/24	03/14/25
01/06/25	04/04/25
01/27/25	04/25/25

Intro to Wine Server

Start	End
01/22/24	03/06/24
03/11/24	4/24/24
04/29/24	06/12/24
06/17/24	07/31/24
08/05/24	09/18/24
09/30/24	10/22/24
11/04/24	11/26/24
12/09/24	01/07/25
01/20/25	02/11/25
02/24/25	03/18/25
03/31/25	04/22/25

Advanced Wine Server

Start	End
01/22/24	03/06/24
03/11/24	4/24/24
04/29/24	06/12/24
06/17/24	07/31/24
08/05/24	09/18/24
10/30/24	11/22/24
12/04/24	01/03/25
01/15/25	02/07/25
02/19/25	03/14/25
03/26/25	04/18/25
04/30/25	05/23/25

CALV

