



CULINARY
INSTITUTE
OF
EUROPE



Pastry Arts Program

P.A.P. 5

Student Information Booklet

2024 - 2025

Welcome to CIE!



CIE offers you a globally competitive and intensive four months-long learning opportunity in gastronomy in the heart of the European Union.

The international teaching staff of CIE is headed by chef Maki Stevenson. Maki received her chef diploma from the Natural Gourmet Institute of I.C.E. in New York City and has 16 years of teaching experience. Maki Stevenson was honored by the Ministry of Agriculture, Forestry, and Fisheries of Japan as Goodwill Ambassador for Japanese Cuisine in 2017.

I consider it important to develop balanced and demanding eating habits. Sustainability also plays a key role in the procurement of raw materials, and the teachers of the institution want to impart not only a wide range of culinary knowledge but also an approach. Let me give you an example: a market is a lively place, it is quite different to shop there than to take something off the shelf in a hypermarket. The institution of the market is fantastic. Neither in Paris nor London can you find as many markets of this

size, open every day, as in Budapest and many of our rural cities. It will be worthwhile to follow the theoretical lessons and walk through the practical lessons, as you will not only master the art of serving, but will also gain knowledge of nutrition science. Of course, we also take a look at the behind-the-scenes of improvisational cooking and learn the proper use of knives, the tricks of making pastry, cakes, chocolate, and much more!

What else will you need to pay attention to during your studies? Good food requires energy, time, and love. Many times you can feel that it would have been much better if you had spent a little more time and energy preparing it. It all starts here: if I love myself, I cook something that is not only delicious but good for me. I buy better quality food, I cook more. There are too many “micro” ready meals made of powder these days. This can also be traced back to how important we consider it to put good food on the table.

Learning as an adult is not easy, but you can become a positive role model for others. It is up to you how much knowledge you will absorb over the next year, whether you will consciously build your culinary network, and whether you will be able to realize your dreams after graduating from school. Now I sincerely wish you much success and perseverance in your CIE studies!

Maki Stevenson
Founder and CEO

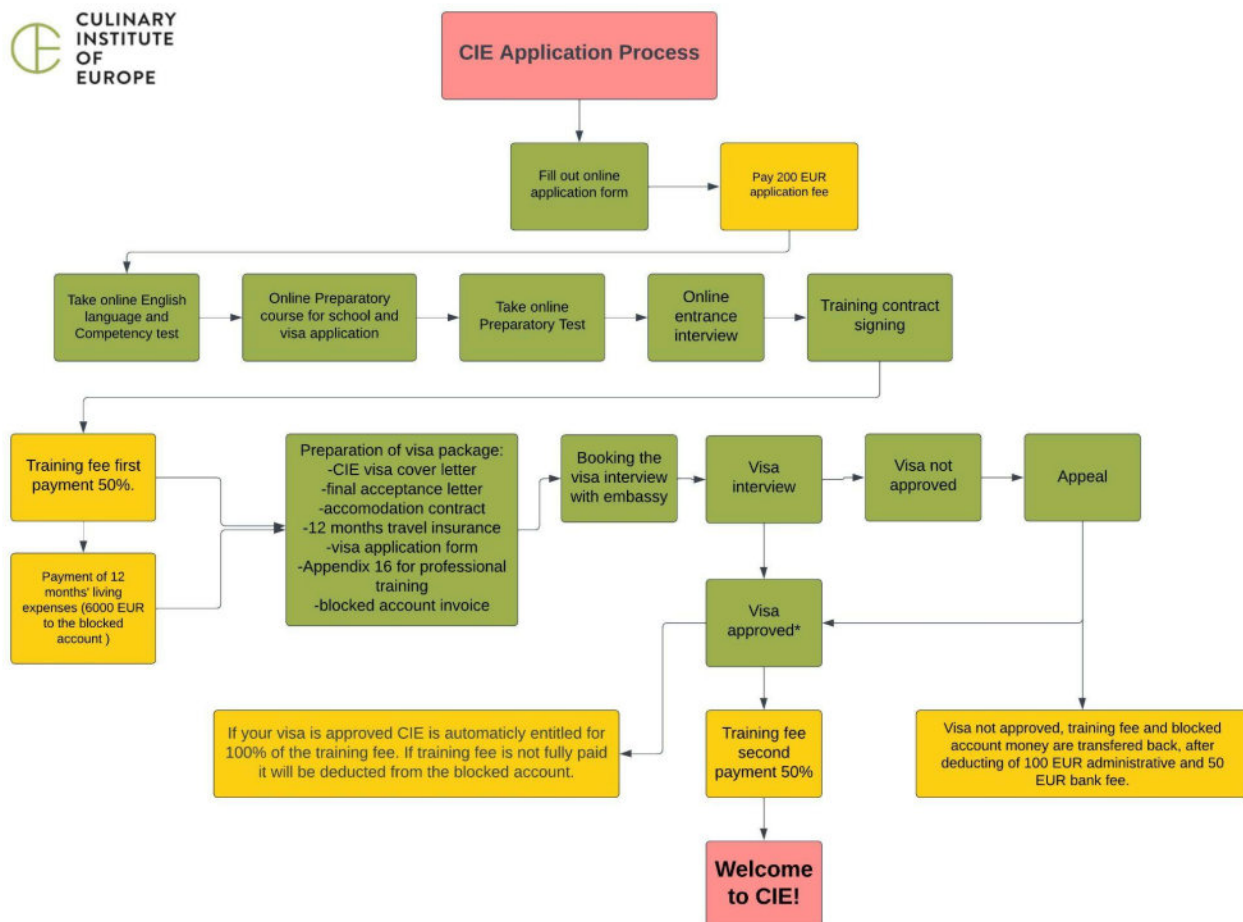
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Application and Visa Process (takes up to 2-3 months!)

Your school application fee is 200 EUR.

Please read carefully the application process flow chart:



Please fill out the online application form below:

<https://forms.gle/d6vDjf51oBCCYHGR6>

We will need the following documents for the application:

1. Elementary school diploma
2. Work Resume (C.V.)
3. Max. one-page long motivation letter
4. Passport scan

You need to take into account that the visa application process is long, up to 90-180 days (depending on the region), so you need to start your paperwork on time. For a non-EU citizen visa application for the Embassy of Hungary, you will need to submit the following documents:

- 1) CIE Student Acceptance Letter
- 2) Proof of payment of training fee, your CIE invoice
- 3) Room/apartment rental contract
- 4) Health insurance
- 5) Block account payment of 6000 EUR for 12 months long living expenses in Hungary.
- 6) Visa application form and photo. The type of visa you need to apply for is **“Other” for training purposes.**
Don't make the mistake of applying for the wrong visa type “Study” visa.

For your information, accommodation fees are starting in the range of 300 EUR per month, and the living expenses -depending on your needs - start at around 400 EUR per month.

Equipment for the practical classes costs, approx. 150 EUR must be purchased individually (chef's jacket, knife set, kitchen tools, hat, chef's trousers, kitchen towel, white apron, kitchen anti-slip shoes).

Last, but not least, the Hungarian Health Authority requires a kitchen work medical examination, which costs 50 EUR.

Training fee information and Invoicing

Length of practical training: 4 months. The training fee includes the use of the e-learning application, the practical lessons, and all raw materials used in the practical training. The training fee must be received before the start of the education program. In case of late payment, the practical classes cannot be attended, and the student contract will be terminated. The current training fee is visible at our website.



What are the P.A.P. 5 program start and end dates?

Orientation Day begins on **September 12nd, 2024**, when students get to know the school, have a kitchen tour, and take over the ordered set of tools and work clothes. In addition, students will get to know the school's leading instructors and groupmates, and review the school's rules of procedure, and the COVID protocol required for the safe operation of the school. The program planned to finish depending on your internship is **August 29th, 2025**.

Important to know!

Our school is state-accredited, and you will receive a state certification of commis pastry chef upon successful completion of the C.I.E. curriculum, 337 practical external internship hours and 20 hours internal internship, and passing the state exam. The **State Certificate of Commis Pastry Chef** is accepted by the Hungarian and EU governments.

WHEN DOES THE TRAINING START?

The next class will begin on **September 12nd, 2024**.

HOW DOES THE EDUCATION WORK?

The program has three components: 1-theoretical, 2-practical lessons and 3-internship. Our school uses a digital classroom where video lectures and reading materials are available online. Practical classes are on every second Friday and Saturday morning.

HOW LONG IS OUR TRAINING?

The duration of the training is 12 months, at a total of 600 hours.

HOW MANY PEOPLE CAN PARTICIPATE IN EDUCATION? IN WHICH LANGUAGE?

During the practical lessons, a **maximum of 15 students** can participate. Education is in the English language.

The theoretical part of the education is in digital and video content format, and with the practical lessons are delivered according to the following schedule:

Theoretical lessons:

Can be viewed online at any time from Monday to Sunday (for some demos and tasting classes we meet at school).

Practical lessons:

Every second Friday and Saturday, at the school kitchen. Cooking takes place either individually, in small groups or in a large group - this is ultimately decided by the chef instructor.

Theoretical Lessons / Digital Classroom

Our school teaches the theoretical curriculum via an e-learning system, which includes video lectures and notes. We do not use a printed textbook. Each student's individual learning path is tracked through the e-learning administration interface. The precondition for attending the practical classes is that the student is up-to-date by mastering the theoretical e-learning curriculum and completing the test that closes each module. In our experience, this form of learning is still new to many adults and they are not used to learning on a weekly basis via computer, laptop, or smartphone.

Internship

The training program includes 337 hours of internship, which needs to be completed in the second semester at an outside location (e.g. restaurant, hotel, pastry shop, cake and chocolate factory, etc...).

The internship place must be located in Hungary. At least 20 hours of internal internship must be completed at school. We will provide more information about the internship placement at the beginning of the school year.

State Accredited Certification and Job Placement

CIE is a privately owned and operated adult training institution and is registered by the Hungarian Government under B/2020/001366 license number. CIE is the first and only school in Hungary that offers a chef training program in the English language and to the highest international training standards. Upon successful completion of the program, CIE will issue a Certificate that is recognized by employers within the European Union and worldwide. The state-accredited certificate of Commis Chef (Szakácssegéd) is accepted by the Hungarian and all other European Union governments. After the successful completion of the CIE program, we may support talented and motivated CIE students to find a job in Hungary or in the EU.

Recipes and home practice cooking

According to the school's regulations, each student must write the recipe and preparation instructions in their notebook. The student will have their own recipe book by the end of the academic year. An important goal is for students to be able to apply and modify them excellently in their kitchen work. Printed recipes at school are not issued. The teacher explains the recipes orally at the beginning of the lesson so that students can take notes, hence they can learn and ask questions in the meantime. Important to emphasize that after each practical lesson, the student will cook at home again what he/she learned during the practical lesson, thus deepening the new and fresh knowledge gained during class. While practicing at home, you may come up with additional questions, ideas, and thoughts that you can share with the teacher and groupmates over the next week.

Food intolerance

We provide the opportunity for students with food intolerances and/or other special diets (e.g. vegan, vegetarian, gluten, etc.) to participate in our training on their own responsibility and at their own discretion. However please note that our kitchen is traditional, so we cannot accommodate food intolerances. Traditional recipes will be taught and prepared during the exercises. Of course, our teachers are happy to advise on alternative recipes for intolerances and special diets by answering students' questions.

Dishwashing / Cleaning

Maintaining cleanliness is a basic requirement for everyone working in the kitchen. Self-cleaning is expected from all students. There will be exercises when there will be a dishwasher kitchen assistant, but you will still need to clean your own area and the machines you use yourself. Cleaning the kitchen is teamwork, working together with your fellow students will develop positive attitudes in your team. Please pay attention to others and ask where you can help out.



Equipment required

For a uniform look, we would ask everyone to visit the “Palotás Munkaruha” workwear store to order (you also need an on-site size test!) chef coats. Indicate to the shop staff that you are a Culinary Institute of Europe student, the name will be registered with the shop staff along with the size, the school logo, and the student's name will be embroidered on it after sewing (the coat will be available at CIE on the first day of teaching). The style of the jacket can be chosen by everyone, but the jacket must be white with the CIE logo and the student's name on it.

School students receive a 5% discount on the final price.

<http://www.munkaruhapalotas.hu>

Address: Budapest, XIII. kerület, Tüzér u. 1.

Opening hours: Mon - Fri: 9.00 - 17.00

Tel: +36 1 269 5726

Other parts of your work clothing (you can buy it at the store of your choice), mandatory to wear:

- White cap
- Chef pants
- 3 white kitchen towels
- White apron
- Kitchen non-slip closed shoes

Recommended store: <http://www.munkaruhapalotas.hu>

Tools set (could be bought at the school):

- Curved spreader knife
- Straight spreader knife
- Foam card: 1 hard and 1 soft.
- Small kitchen knife
- Washable piping bag
- Piping tip set(with nail)
- Offset spatula(large and small)
- Microplane
- Cake knife
- Chef knife
- Y shaped peeler
- Pastry brush
- Bench scraper(metal)
- Small digital scale
- Timer
- Piano wire whisk
- Knife bag

These tools can be obtained from several sources, more information on which will be provided after the application is finalized. The price of a set of knives starts at around 150 EUR. If anyone already owns the knife set and equipment or would like to purchase them individually, please bring them with you to Orientation Day so we can check them out.

Notebook and pen (must be obtained individually) - please bring with you to both lectures and exercises. In school, recipes have to be written by the students themselves in each practical lesson, so they will have their own collection of recipes by the end of the year. It is an important goal for students to learn how to write recipes themselves.

Internship

The CIE training includes 337 hours of internship, which has to be completed in external internship places. Also the 20 hours internal internship has to be completed in the school. We will provide more information about this at the beginning of the school year.

Contact for Admission

Bori Csömör, Partner, CIE

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Mail: edu@culinaryinstituteofeurope.com

Draft schedule*

*We reserved the right for future schedule and teacher changes.

Number	Date	Day	Topic	Lecture type
1.	2024. 09.12. 16:00-19:00	Thursday	Orientation, medical exam	PRACTICAL
2.	2024.09.13. 17:00-21:00	Friday	Basic doughs I.	PRACTICAL
3.	2024.09.14. 09:00-14:00	Saturday	Basic doughs II.	PRACTICAL
4.	2024.09.27. 17:00-21:00	Friday	Basic creams and fillings for desserts	PRACTICAL
5.	2024.09.28. 09:00-14:00	Saturday	Paté a choux	PRACTICAL
6.	2024.10.11. 17:00-21:00	Friday	Sugar I.	PRACTICAL
7.	2024.10.12. 09:00-14:00	Saturday	Sugar II.	PRACTICAL
8.	2024.10.25. 17:00-21:00	Friday	Chocolate I.	PRACTICAL
9.	2024.10.26. 09:00-14:00	Saturday	Chocolate II.	PRACTICAL
10.	2024.11.08. 17:00-21:00	Friday	Cakes I.	PRACTICAL
11.	2024.11.09. 09:00-14:00	Saturday	Cakes II.	PRACTICAL
12.	2024.11.22. 09:00-14:00	Friday	Predessets & petit four	PRACTICAL
13.	2024.11.23. 17:00-21:00	Saturday	Plated desserts	PRACTICAL
14.	2024.12.14. 09:00-14:00	Saturday	Final exam	PRACTICAL
	2025. August 29th.	Friday	The final deadline for completing the internship. Deadline for submission of the internship progress report to the CIE office.	INTERNSHIP

Hope to see you soon in Budapest!

