



SUN VALLEY CULINARY

INSTITUTE

Professional Program 2020 Admissions Form

Congratulations on taking the next step to becoming a student in the Sun Valley Culinary Institute 2020- 2021 Professional Program Class!

Once you are ready for submission, your application and attachments must be sent to Sun Valley Culinary Institute either via:

Email to info@sunvalleyculinary.org

OR

Mail to Sun Valley Culinary Institute, PO Box 3088, Sun Valley ID, 83353

We look forward to learning about you. If you encounter any questions, please contact Info@SunValleyCulinary.org for help.

APPLICATION REQUIREMENTS:

To be considered for admission, students must:

- Be 18 years of age on or before September 29, 2020
- Provide proof of high school graduation, GED, and/or relevant experience (*Transcripts sent from organization*)
- Complete Admissions Form
- Submit Personal Essay and Resume
- Provide 2 Letters of Recommendation
- Be proficient in English
- Pass a background check administered on behalf of SVC
- Pay \$100 Application fee via check or money order

BEFORE BEGINNING THIS APPLICATION:

1) Contact your educational institution(s) to request them to send your transcripts to the Sun Valley Culinary Institute. They must either be in a sealed official envelope or sent in an email directly from the institution(s).

Email: info@sunvalleyculinary.org or Mail: PO Box 3088, Sun Valley ID, 83353

2) Compile documents to upload to Admissions Form (Personal Essay, Resume, 2 Letters of Recommendation)

3) Prepare a check or money order for \$100 to be mailed to the Sun Valley Culinary Institute, PO Box 3088, Sun Valley ID, 83353



| STUDENT INFORMATION |

Last Name(s) *

First Name *

Middle Name
(If applicable)

Maiden Name
(If applicable)

Date of Birth *
MM / DD / YYYY

Social Security Number *
Required for background check

Physical Address *
Address, City, State, Zip Code, Country

Mailing Address *
Address, City, State, Zip Code, Country

Best Telephone Number to contact you *

Email Address *
More than one email address may be provided, correspondence will be sent to email addresses included here.

How did you hear about Sun Valley Culinary Institute? *

Is applicant currently over 18 years of age? *

Yes

No

| PARENT INFORMATION |

Please complete if the applicant is less than 18 years of age. If applicant is over 18 years of age, please skip this section.

First Name

Last Name(s)

Date of Birth
MM / DD / YYYY

Relationship to Student



| WORK HISTORY AND EXPERIENCE |

If you have additional information to add to your Work History and Experience, please include in your Resume attached below.

Employer 1 Name

Employer 1 Address
Address, City, State, Zip, Country

Dates worked for above employer
MM/YY - MM/YY

Hours Worked
Full-Time Part-Time Other:

Title of position and description of responsibilities

Supervisor Name & Contact Information
You may include multiple contacts.

Employer 2 Name

Employer 2 Address
Address, City, State, Zip, Country

Dates worked for above employer
MM/YY - MM/YY

Hours Worked
Full-Time Part-Time Other:

Title of position and description of responsibilities

Supervisor Name & Contact Information
You may include multiple contacts.

| PERSONAL ESSAY |*

This is your place to demonstrate why you want to attend the Sun Valley Culinary Institute and why you would make a great fit.

Describe your passion for culinary arts as a future profession, your short term and long term goals in foodservice, and steps you have already taken to start developing as a dedicated culinary professional. Please also describe how you see Sun Valley Culinary Institute as a good fit for your educational development. Feel free to add whatever else you would like to share that would help us better get to know you. *

Your personal essay should be a minimum of 500 words. Please include your Personal Essay with submitted document.



| ADDITIONAL DOCUMENTS |

Please include all your supplemental documents below.

Resume *

Include work experience, extracurricular activities, and volunteering in addition to experiences related to culinary arts.

Letter of Recommendation 1 *

Please include contact information and inform your Reference that we may contact them as part of the admissions process.

Letter of Recommendation 2 *

Please include contact information and inform your Reference that we may contact them as part of the admissions process.

Transcripts: High School, GED, College (as applicable) *

ALL transcripts must be emailed directly from the institution(s) to info@sunvalleyculinary.org OR mailed in a sealed envelope from the institution(s) to Sun Valley Culinary Institute, PO Box 3088, Sun Valley ID, 83353. Your application will not be reviewed until transcripts have been received.

How will your transcripts be submitted? *

I have arranged for the institution(s) to mail my transcripts to PO Box 3088, Sun Valley ID, 83353

I have arranged for the institution(s) to email my transcripts to info@sunvalleyculinary.org

Other:

Supplemental Documents

If you feel the need to include any supplemental information, please include those documents with submission.

| BACKGROUND CHECK |

Sun Valley Culinary will perform a background check before accepting an applicant. Once application is submitted and under review, Sun Valley Culinary will contact you with steps to complete the background check process. If you have anything on your criminal record you would like to explain, please do so below.

Explanation of criminal records:



| PAY YOUR APPLICATION FEE |

Mail \$100 via check or money order to PO Box 3088, Sun Valley ID 83353
You MUST include applicant's name in Memo Line

| THE FINAL STEPS |

Have you:

- 1) Completed your Personal Essay
- 2) Included 2 Letters of Reference and a Resume
- 3) Arranged to have your transcripts e/mailed to SVC
- 4) Reviewed all of your responses to ensure they are correct
- 5) Mail the \$100 application fee to Sun Valley Culinary Institute, PO Box 3088, Sun Valley ID, 83353

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