Academic Advising – HMGT New York City College of Technology



Academic Advisement Taskforce

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Getting Started Today!



- What classes are needed?
- What are good activities to be involved in?
- What extras are available at City Tech?
- How can I maximize value of tuition?
- Besides class, what else is here?
- How can I connect with my future?

Academic Advising

- When, Who, How, Why?
- Checklists and Maps
- My Academic Career Planner
- General Education & Liberal Arts
- The City Tech Guide
- Additional Resources



Hospitality Management Department

Review the list of Hospitality Management academic advisors. To request an appointment during their listed advisement times, send them an email using your City Tech email address. Include the following information:

- Full Name
- Emplid number
- Your preferred phone number
- The purpose of the academic advising session

General questions can be emailed to the Department hospitalitymgmt@citytech.cuny.edu

Prepare for your virtual meeting with your Faculty Advisor:

- have easy access to your current degree audit and past advisement worksheets
- complete a "My Academic Career Planner" for the next two semesters
- consider questions about course completion/progression and career opportunities/advancement

Advisor Day Time Contact Email Advisement by last name Advisement by area of for students with less than focus for students with 60 credits more than 60 credits

Academic Advising – When, Who, How, Why? (http://citytech.cuny.edu/hospitality/)

Academic Advisement Website (http://citytech.cuny.edu/advisement/)

Academic Advising





Academics

Academic Advising

Home

Path to Graduation

Prepare for Advisement

Virtual Advisors

Degree Checklist & Maps

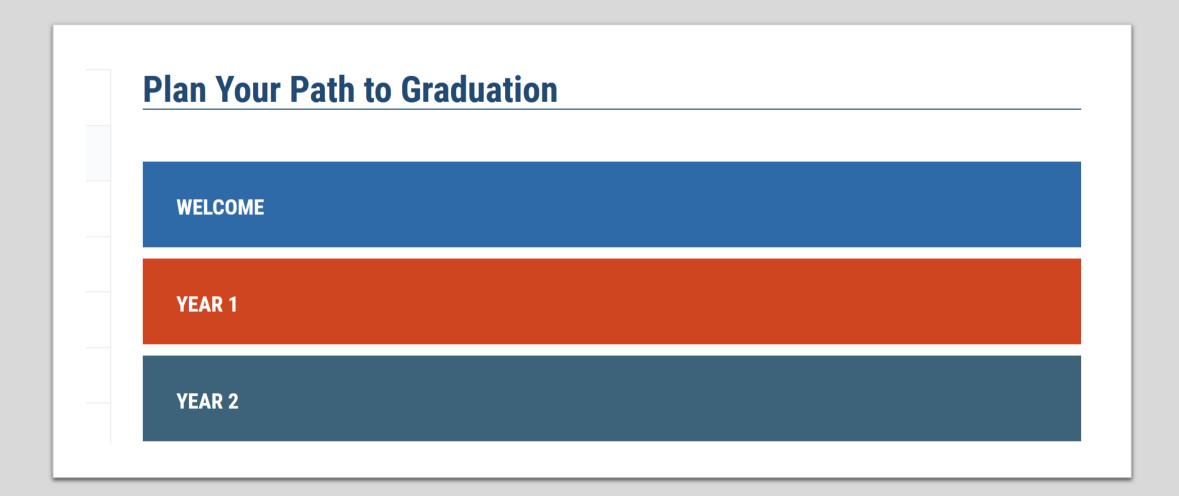
Academic Advising

Welcome to City Tech's academic advising web pages. These advising pages are designed to help you t college planning and to gain a better understanding what to expect each year of college attendance. Th information here! The following sequence is recommended:

Step 1

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Go to the Path to Graduation and expand the Path that corresponds to your status as a first, second, this

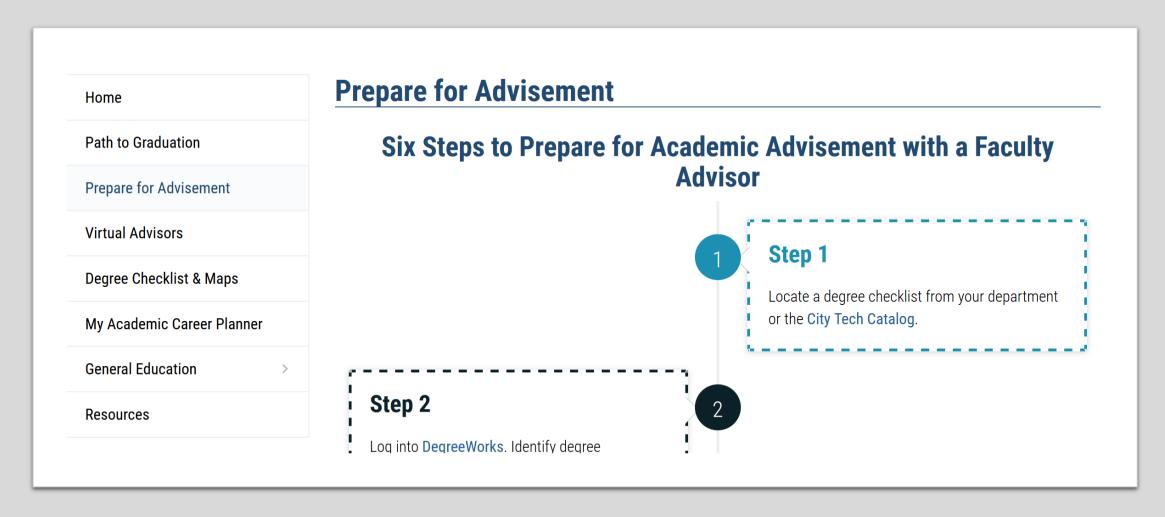


Path to Graduation

(http://citytech.cuny.edu/advisement/graduate-timeline.aspx)

Prepare for Advisement

http://citytech.cuny.edu/advisement/six-steps.aspx



Academic Advising Website: Checklist and Maps

- Degree Checklists
- Degree Maps
- College Catalog

- Degree Progression
- Prerequisites
- Full-Time 30 Credits



Degree Checklist and Maps

(http://citytech.cuny.edu/advisement/degree-checklist.aspx)

Degree Checklists and Maps

Degree Checklists

The degree checklist for your major includes all of the requirements you need to meet to graduate. Of these, the most important are:

- Specific courses or categories of courses required
- Overall number of credits: at least 60 for an associate degree and at least 120 for a baccalaureate degree, although a program may require more if there are licensing or accreditation requirements (Note: To earn academic honors, you must take a minimum number of credits on campus at City Tech: at least 34 credits for an associate degree, and at least 60 credits for a baccalaureate degree. E-permit classes do not count toward the total.)
- Overall number and required categories of general education courses: See the **General Education pages** for more information

Degree Maps

Catalog / Checklist & Map

(http://citytech.cuny.edu/advisement/degree-checklist.aspx)





DEPARTMENT OF HOSPITALITY MANAGEMENT

DEGREE CHECKLIST FOR ASSOCIATE IN APPLIED SCIENCE AND BACHELOR OF TECHNOLOGY IN HOSPITALITY MANAGEMENT

For students entering the program Spring 2018 to Spring 2020.

ASSOCIATE DEGREE

GENERAL EDUCATION REQUIRED AND FLEXIBLE COMMON CORE (21 CREDITS)

At least 1 course designated WI is required from Gen Ed Flexible Common Core

PROGRAM-SPECIFIC
DEGREE REQUIREMENTS
(39 CREDITS)

COURSE	COURSE TITLE	PRE/CO REQUISITES	CREDITS
ENG 1101	English Composition I (EC)	Prereq: CUNY Read and Write Proficiency	3 credits.
ENG 1121	English Composition II (EC)	Prereq: ENG 1101	3 credits.
MAT 1190 ²	Mathematical and Quantitative Reasoning or higher (MQR)	Prereq: CUNY Placement	3 credits.
COM 1330 ²	Public Speaking or higher (IS)	Prereq: CUNY Read and Write Proficiency	3 credits.
	Life and Physical Sciences (LPS)		3 credits.
ECON 1101 ²	Macroeconomics (USED)	Prereq: CUNY Read and Write Proficiency	3 credits.
	*Flexible Common Core Course: WCGI/USED/IS/CE/SW		3 credits.

HMGT 1101	Perspectives in Hospitality Management (WI)	Prereq: CUNY Read and Write Proficiency Coreq: MAT 650	3 credits.
HMGT 1102	Introduction to Food and Beverage Management	Prereq: CUNY Proficency	3 credits.
HMGT 1103	Food Sanitation and Safety Principles	Prereq: CUNY Proficency	1 credit.
HMGT 1105	Lodging Operations Management	Prereq: CUNY Proficency	3 credits.
HMGT 1202	Food and Beverage Cost Control	Prereq: HMGT 1101 and 1102	3 credits.
HMGT 1203	Culinary Arts I	Prereq: HMGT 1101, 1102 and 1103	3 credits.
HMGT 1204	Baking and Pastry Arts I	Prereq: HMGT 1101,1102 and 1103	3 credits.

Checklist & Map

(http://citytech.cuny.edu/advisement/degree-checklist.aspx)

My Academic Career Planner

(Associate/Bachelor)

(http://www.citytech.cuny.edu/advisement/planner.aspx)



Academic Career Planner

> My Academic Career Planner - Associate Degree PDF

> My Academic Career Planner - Bachelor Degree PDF

These planning documents can be used in conjunction with your degree checklist and map (found in the catalog) and DegreeWorks to lay out the classes and timing that works best for you from the start to the end of your time at City Tech. You can download and save the planner as a clickable and fillable pdf file, or print the file and fill it in with pen or pencil.

Either way, once you've laid out your plans, bring it to an advisement meeting with a faculty advisor in your department to go over together. And don't forget to save the planner for future reference. You will need to update your planner after finishing each semester at City Tech!

BACHELOR'S DEGREE

My Academic Career Planner

STUDENT WORKSHEET

Use this tool to help you think through step-by-step how you will achieve your degree. Plan from the beginning to the end of your degree, and make changes or print new copies any time.

Maille:	
Empl ID:	
•	
Major:	

Mamo.

Catalog Year:

SEMESTER 1

☐ Fall ☐ Winter ☐ Spring ☐ Summ	er YEAR
COURSE NUMBER / COURSE NAME	CREDITS
CEMESTED ODEDITS	_

SEMESTER 2

☐ Fall ☐ Winter ☐ Spring ☐ Summ	er YEAR
COURSE NUMBER / COURSE NAME	CREDITS
CEMECTED ODEDITO	_

SEMESTER 3

☐ Fall ☐ Winter ☐ Spring ☐ Sumr	mer YEAR
COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

REQUIREMENTS

- WI in Major
- WI in Major
- WI in General Education
- WI in General Education
- Advanced Liberal Arts or Foreign Language Sequence

OUESTIONS

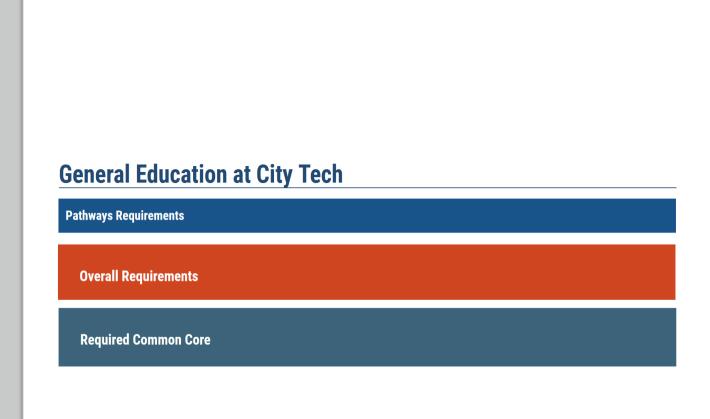
My Academic Career Planner

(Associate/Bachelor)

(http://www.citytech.cuny.edu/advisement/planner.aspx)

Academic Advising: General Education

(http://www.citytech.cuny.edu/advi-sement/gen-ed.aspx)



Academic Advising Website: Resources

- Advisors
- Academic Support
- Registering for Classes
- Financial Aid
- Additional Opportunities



Academic Advising Website - *Resources*

(https://www.citytech.cuny.edu/advisement/resources.aspx)

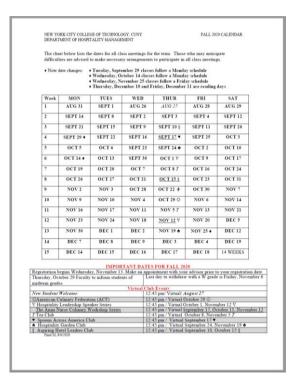


Resources for Advisement

In addition to these Academic Advising pages, City Tech offers other programs and resources related to your successful progression toward your degree. Below you will find information for:

Advising

Student Clubs



Student Clubs Study Abroad Walt Disney World College Program

Tea Club

Faculty Advisor - Karen Goodlad, Email - kgoodlad@citytech.cuny.edu

Student members explore tea essentials, including tea types, origins, processing, storage, history and what makes each tea unique. Club activities include the exploration of drinking tea as a social activity.

The Anna Nurse Culinary Workshop Series

Website - https://openlab.citytech.cuny.edu/annanurseclub | Email - annanurseclub@yahoo.com

Faculty Advisor - Joanne Jacus, Email - JJacus@CityTech.Cuny.Edu

Each semester, students participate in a series of culinary demonstrations. Current industry professionals, many of whom are alumni, share their expertise and explore trends.

The American Culinary Federation (ACF), Big Apple Junior Chapter

Faculty Advisor - Robert Walljasper, Email - RWalljasper@CityTech.Cuny.Edu

Students may become members of this nationally recognized chefs' organization. Qualified students guided by ACF-member faculty participate in culinary competitions on the local and state levels. Students have the opportunity to participate in community service events and holiday meal preparation for community-based organizations.

HMGT Calendar (Course Handout)

HMGT Clubs

(http://www.citytech.cuny.edu/hospitality/student-resources.aspx)

Next Step -



- Start Making Your Plan!
- Identify Advisor
- Schedule an Appointment
- Gather and Complete Paperwork
- Develop Your 2 or 4 Year Plan!