

HOSPITALITY

INFORMATION SESSION FOR SERVER TRAINING WITH PAID WORK EXPERIENCE

Registration is required.

DCB 2270-01 W 2/13 4-5pm KSU FREE

SU SERVER TRAINING WITH PAID WORK EXPERIENCE

Learn the hands-on techniques, skills and psychology behind landing the job and being successful in the restaurant and hospitality business. Students will learn steps of service, proper etiquette, and will have the opportunity to train at local restaurants. Topics will include food, beer, wine and cocktails, as well as attitude and mindset for success. This 10-week program consists of 15 hours of classroom training, and 75 hours of paid server and bartender training in a local restaurant. Call or go online www.sunyulster.edu/ce/hospitality to receive an application for this program. Classes will be scheduled upon full enrollment. Call for application.

Course tuition: \$299

Class will meet at the Kingston Center of SUNY Ulster and participating restaurants.

DCB 2270-01 W 2/13 4pm

BARTENDING WITH TIPS TRAINING

This hands-on course presents a thorough introduction to the in-demand field of bartending. Students learn how to prepare drinks from the exotic to the ever-popular standards as well as the art of presentation, customer interactions and the responsibilities that accompany this job. Students must be at least 18 years old to attend.

Material fee: \$15, payable in class.

DCB 1639-01 M 4/1-4/22 5-7:30pm
TIPS Training S 4/20 9am-2pm KSU
Kingston Power Boat Association \$179

TIPS TRAINING FOR ON-PREMISE

TIPS is a dynamic skills-based training program designed to prevent alcohol abuse, drunk driving and underage drinking by emphasizing fundamental people skills. This five-hour On-Premise TIPS program is designed for servers at restaurants, bars, hotels or any establishment where alcohol is consumed on premise. **Instructor: J. Snyder**

DCB 1414-01 S 4/20 9am-2pm KSU \$59

UB SERVSAFE FOOD PRODUCTION MANAGER'S CERTIFICATION

New York State public health law mandates food safety training for food service workers and managers in supermarkets, restaurants, hotels, hospitals, non-profit and volunteer organizations. Students will learn basic food safety concepts, and how to protect against food-borne illness outbreaks. Perfect attendance is required to sit for the certification examination to be offered on the final night of class. **Instructor: S. Churchill**

HS101-0304CT M 3/4-25 3-7pm CT \$289

SERVSAFE RECERTIFICATION

Make sure that your ServSafe certification doesn't lapse by retesting before your certification expiration date. Register to take the test on any of these schedules dates. **Instructor: S. Churchill**

HS103-0325CT M 3/25 3-7pm CT \$85

BUSINESS & FINANCE

ADMINISTRATIVE OFFICE SKILLS CERTIFICATE

25 credits

The Administrative Office Skills Certificate provides the students with focused instruction in communication, office technology and office management software, and fundamentals of accounting as well as computerized accounting (QuickBooks). There is also experiential learning through an internship or capstone course. The certificate provides knowledge, skills, and a credential to the office worker for advancement.

ENTREPRENEURSHIP CERTIFICATE

25-26 credits

May be completed on campus or online. The Certificate in Entrepreneurship is designed to provide students with the skills needed to create, launch, and manage a small business or to work within an entrepreneurial venture.

This series is designed for students who want to achieve an entry-level position as a bookkeeper. A certificate of completion is issued at the end of the program to students who successfully complete all three courses and meet attendance requirements.



GENERAL MANAGEMENT CERTIFICATE

25 credits

The General Management Certificate is designed to provide students with the skills needed to be successful managers in business and non-profit organizations. It provides the students with focused instruction in managerial theory and principles, managing people, communication, accounting, legal basics, and technical tools. There is also experiential learning through an internship. The certificate provides knowledge, skills and a credential to the employee or organizational manager for advancement.

ACCOUNTING COMPUTER SKILLS CREDENTIAL

14 credits

This credential, awarded after student demonstration of a specific skill set in accounting and computer skills, recognizes the achievement of competencies that have validity with employers. This credential is not registered with the State Education Department, but serves as institutionally recognized portable evidence of student mastery of these competencies and skills.

BUS 171 Computer Applications in Business • Spring 2019 & Online
ACC 101 Principals in Accounting • Spring 2019 & Online
BUS 272 Spreadsheets for Business • Spring 2019 & Online
ACC 210 Computerized Accounting with QuickBooks • Spring 2019

M - MONDAY • T - TUESDAY • W - WEDNESDAY • R - THURSDAY • F - FRIDAY • S - SATURDAY • U - SUNDAY