Pre-requisite for General Catering and Cake Baking Courses: Food Handlers permit, two recommendations and two Passport sized pictures.

General Catering 9 months Level 2 NCT-VET Cost: $115,000.00

This is a detailed course, comprising of the components of the six months General Catering Course, along with the following:
Content: Sauces, Introduction to Vegetarian and Advanced Meat Cookery. Vegetarian Cuisines. Cold desserts and pastries.
Menu Planning for Weddings, Parties and other functions
Kitchen Layout and Standards. Actual Operations of The Hotel Industry. Developmental Skills.
Quantity Cooking: Students will participate in planning & preparing a dinner or cocktail and invite a guest for dining as a funfair activity).
Customer Service and Communication, Information Technology, and Telephone Techniques.
Fundamental Mathematics and English

General Catering 1 year Level 3 NCT-VET Cost: $150,000.00

This is the advanced course that covers all the above areas of food preparation, and includes Advanced Vegetarian Cookery, Seafood Cookery, and Pantry Set Up. Introduction to Herbs and Spices and Basic & Advanced Cake Baking & Decorating. Students are groomed as to the actual workings of the Food and Beverage Industry. Students also attend various workshops during the duration of the course.
Customer Service and Communication, Information Technology, and Telephone Techniques.
Fundamental Mathematics and English

Basic & Advanced Baking Technology Course 9 months Level 2 NCT-VET Cost: $78,000.00

This course is for persons who wish to enter the Hospitality Industry or bake at the commercial level. Specifically for persons who did a previous course in Cake Baking & Decorating. However a certificate of competence must be presented in order to be accepted in this course.
Content: Participants will be taught the different methods of pastry making, cake baking, decorating and icing.
Short crust: Gizzadas, Sausage rolls, Plantain / Fruit tarts.
Flaky crust: Cocktail patties, Pineapple turnover.
Biscuit Crust: Cherry Cheese Pie, Lemon Pie
Cake baking: Marble, pineapple, chocolate, pound cake, fruit cake and character cake
Decorating Boil Frosting, Royal, Butter Cream, Fondant making and Rose making.
Revision in Baking techniques and the calculation of measurements and ingredients.
Making of: Chiffon / Northwest cheese cake, Angel food cake, Silver Miner's cake, Lemon pies and also Sweet paste bases.
Decorating: Almond paste, Gum paste flowers, Roll fondant, Ribbons and bows, Royal icing and Butter Cream icing.
Customer Service and Communication, Information Technology, and Telephone Techniques.
Fundamental Mathematics and English

Housekeeping Course 9 months Level 2 NCT-VET Cost: $60,500.00

For persons who wish to be efficient and professional in the area of Housekeeping.
Content: Human relation skills, Guest care, Safety regulations, Proper care and use of equipment and chemicals, identifying the types of rooms. Two weeks experience in dining etiquette and service standards.
Customer Service and Communication, Information Technology, and Telephone Techniques.
Fundamental Mathematics and English

Food & Beverage Service (Captain) Waiting Level 2 NCT-VET 9 months Cost $60,500.00

Content: Cultural Diversity and Conflict Resolution, Tourism & Hospitality, Safety in the Workplace, Hygiene and HACCP, Provide Room Service, Telephone Etiquette, Promotion, Develop and Update Food and Beverage Knowledge, Provide Specialist Advice on Foods, Prepare and Serve Non-Alcoholic Beverage, Coaching in Job Skills, Process cash and Non-Cash Transactions, Provide Food and Beverage Service, Communicate between Kitchen and Service Area, Provide Specialist Wine Service, Provide Silver Service and Gueridon Service. Craft Entrepreneurial Strategy.
Fundamental Mathematics, English, and Computer.

Food & Beverage Service (Captain) Bartending Level 2 NCT-VET 9 months Cost $64,400.00

Content: Cultural Diversity and Conflict Resolution, Tourism & Hospitality, Safety in the Workplace, Hygiene and HACCP, Provide Room Service, Telephone Etiquette, Promotion, Develop and Update Food and Beverage Knowledge, Provide, Prepare and Serve Non-Alcoholic Beverage and Cocktails, Provide Table Service of Alcoholic Beverages, Operate a Bar, Coaching in Job Skills, Process Cash and Non-Cash Transactions, Provide Food and Beverage Service, Provide Specialist Wine Service. Craft Entrepreneurial Strategy.
Fundamental Mathematics, English, and Computer.

Floral & Balloon Designs, Venue Decorating, and Bridal Consultancy 9 months Level 2 NCT-VET Cost: $78,000.00

Content: Making of Bridal bouquet, Church arrangement, Centerpieces, Gift baskets, Wreaths and Corsages (using both silk and fresh). Persons are taught how to create a Balloon inside a balloon, Vase inside a balloon, Teddy bear inside a balloon, Balloon arch and Hanging balloons. Ribbon in balloon creation, hanging balloon, and carnation in vase creation.
Content: Decorating with BALLOONS to form clusters, arches, hanging balloons. Creating pew bows, Pedestal decorations, table arrangements using tulle, lightings and other fine ornaments for weddings graduation and other formal occasion.
Content: Planning wedding from Inception to Honeymoon Persons will learn the different Wedding traditions, color schemes, making of the headpiece, altarpiece etc. Budgeting, choosing location for receptions, menu planning and serving standards, table setting and etiquette, wine and drink service.
Customer Service and Communication, Information Technology, and Telephone Techniques.
Fundamental Mathematics and English

There will be a 5% discount given for any course that is paid in full.
Each person that you recommend to any course, you get $2000.00 discount.
Prerequisite for courses: Two Recommendations, two passport-sized pictures and an evaluation test along with an interview

All classes are held between:
10:00 a.m. - 1: 00 p.m. two (2) days per week
5:30p.m - 8: 30p.m. 2 days per week
Saturdays only 10:00a.m - 2:00p.m & 2:30p.m.- 6:30p..m
Orientation:Mon.-Thurs.10:00a.m.-1:00p.m./5:30p.m.- 8:30p.m.

We will assist with 2 weeks work experience upon completion of course based on available hotel spaces. e.g. workshops, seminars.

The Principal, Administrative Managers, or Tutors will conduct the orientation session. This will enable participants to learn more about the courses, requirements for the courses and expectations, and get first hand information on the structure and history of B & E Training Institute. Prospective or interested persons will view the various departments in order to know where classes are held. We will inform persons of their aim, objectives, and the value they will achieve during training at the institution.

Evaluation

Participants must ensure that they are punctual, as they will be deemed not to have completed the program if they are unduly late.
To ensure that participants obtain a high level of satisfaction and confidence, we suggest that a course evaluation be done.

Tutors

All tutors are qualified in their field with years of experience in the Food and Beverage Industry.

Cancellation / Refund

If participants decide not to pursue the course at least one week before the class is scheduled to start, they will be refunded 80% of their deposit, as an **Administrative charge of 20%** will be deducted.
If participants have started attending classes after one week, fees will **NOT** be refunded.
If B & E cancels the course, a refund will be given for the full amount deposited. If participants decide to cancel the course, a letter must be submitted to the Administrative Department for a decision to be made. The institution reserves the right to withdraw or postpone a course if the registration is not sufficient for a complete class. In this event, B&E will refund all fees already paid towards the withdrawn course.

Method of Payment

The Institution accepts Certified/Manager's cheques. These can be made payable to **B & E Training Institute**. Participants must pay at least 50% of the course cost as a deposit and based on the payment plan, the additional amount will be divided for payments on a monthly basis. Payments are done at any NCB branches using the school's vouchers provided.

Registration

A registration fee of $1,000.00 will be required for each course and this is non-refundable. Participants will be issued their syllabus, school rules, tool list, and payment plan after they have made their deposit on the course of their choice. Jackets and caps are sold at the office based on sizes.
Registrations are conducted Mondays to Saturdays 9:00 a.m. to 6:00 p.m. Participants will not be allowed to commence classes until tuition fees are paid.
***Final Exams - Practical and Theoretical**
***Pass Mark: Theory 60% 70% Practical 70% 80%**
***EXAMS are given at the end of each course.**
***AN EXAMINATION FEE IS APPLICABLE TO ALL EXAMS.**

All NCT-VET exams are conducted in May of each year. Persons wishing to sit this exam has to complete all modules and meet the school's criteria of documents.

THANK YOU FOR CHOOSING B&E TRAINING INSTITUTE, THE PLACE WHERE YOU LEARN NEW THINGS, & GET VALUE FOR YOUR MONEY.

B & E Catering and Training Institute

A GOAL IS A SKILL, AND A SKILL IS A GOLD MINE.

CATERING & TRAINING INSTITUTE

Slogan: If you don't have the money to attend B & E, that is the reason why you need to enroll because we will teach you how to earn it.

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Fax:1-876-920-8965
Email: bandetraininginstitute@yahoo.com
Website: www.bandetraininginstitute.com
Facebook: B & E Training Institute

Certification will be given for NCT-VET COURSES LEVELS 2 & 3 once participants complete their Course and sit both Theory and Practical Exams.

Registered by: The Ministry of Education, A member of the contracted work force to supply Trainee for Workshops & Job Experience within the Hotel and Restaurant Industries.
BECAT/06-2013