

MAGNET ACADEMY OF CULINARY ARTS

Student Intake & Policy Agreement Form (2026–2027)

Instructions: Please complete all sections on this form legibly. Review the digital copies of the Course Syllabus, Kitchen Conduct & Safety Contract, and Uniform Guidelines on Canvas or at wekivaculinary.org. Turn in this completed form along with program fee payment within your first week of school.

1. Student & Parent / Guardian Profile

Student Full Name:		Grade Level:	
Student ID #		Culinary Course:	
Period:		Instructor	
Parent/ Guardian Name:		Phone	
Parent Email:			

2. Medical, Allergy & Dietary Profile

Known Food Allergies:	
Medication Allergies:	
Dietary / Religious Restrictions:	

3. Program Supply Fee Selection

Supply Fee Category	Payment Method (Check One)
☐ Culinary 1 Supply Fee: \$50.00 / year ☐ Culinary 2, 3, or 4 Supply Fee: \$100.00 / year	☐ Paid via SchoolPay (Confirmation / Receipt #: _____) ☐ Enclosed Cash or Check (\$_____)
	☐ Applying for Need-Based Scholarship (Attach Form) ☐ Additional Scholarship Donation Enclosed: \$_____

4. Policy Acknowledgments

By checking each box below, both student and parent/guardian acknowledge that they have accessed, read, and agree to abide by all policies set forth in the online course documents.

Check	Policy Area	Summary of Terms & Agreement
☐	Kitchen Conduct & Safety Contract	I agree to strictly adhere to all professional kitchen safety procedures, sanitation guidelines, equipment operation rules, tardy policies, and first aid responses. I understand that repeated or severe safety infractions will result in immediate removal from kitchen lab activities and loss of lab credit.
☐	Course Syllabus & Catering Hours	I have reviewed the grading criteria (80% Standards-Based / 20% Academic Habits) and academic standards. I understand the mandatory outside catering credit requirement (Culinary 1: 16 hrs; Culinary 2: 24 hrs; Culinary 3: 32 hrs; Culinary 4: 40 hrs) required to complete the course successfully.
☐	Uniform & Chef Coat Agreement	I agree to provide required kitchen-safe non-slip shoes and proper hair restraint. If issued a school chef coat (Culinary 2–4), I agree to keep it clean, pressed, and undamaged. I understand I will be charged \$55.00 for lost/damaged coats, and a \$10.00 cleaning fee if returned dirty at the end of the school year.

5. Signatures & Authorization

By signing below, student and parent/guardian confirm that all information provided is accurate and that both parties agree to all program terms, safety rules, financial requirements, and academic policies listed above and in the full digital handbook.

Student:		Date:	
Parent/Guardian:		Date:	

OFFICE & ADMINISTRATIVE USE ONLY

Date Received:		Payment Status:	☐ Paid ☐ Scholarship ☐ Pending
Locker #		Combination	
Chef Coat Number:		Issuance Condition:	☐ New ☐ Good ☐ Fair
Return Date:		Return Condition:	☐ Clean ☐ Dirty (\$10) ☐ Damaged (\$55)