Dept. 19, 1952

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BY-LAWS REGULATING THE HOTEL SCHOOL OF PUERTO RICO

The Hotel School was founded in the year 1949 for the purpose of offering students the opportunity to learn subjects dealing with hotel work.

It is sponsored and supervised jointly by the Department of Education and the Department of Tourism of the Economic Development Administration.

The course lasts for 10 months and includes a variety of subjects, such as Restaurant Service, Art of Cooking, Menu Confection, Bartending, Cocktails preparation, Geography, Tourism, Health, Food Handling, English and Interior Decoration.

Students receive from the Department of Education an allowance of $20.00 per month, plus uniforms, one meal daily and the material used such as books, paper, etc.

At the end of the course, the two outstanding students receive a Scholarship to continue post-graduate studies and training in Switzerland.

Minimun requirements for enrollment:

Age : 17 to 25

High School Diploma

Health certificate from the Department of Health

High School credit Transcript

Photo 2" X 2"

Classes are held from Monday to Friday inclusive, from 8:00 AM. to 5:00 PM. On Mondays Theory and the rest of the week practicing.

The practical classes are held at various first class hotels and restaurants.

HOTEL SCHOOL OF PUERTO RICO

INTERNAL REGULATIONS

1- Students absent for five (5) consecutive days without a reasonable excuse will be dropped from the roster.

2- Absences due to sickness to be justified only with a medical certificate.

3- The following will be reasons for dopping students from the school:

a) Failure to comply satisfactorily with the mark requested by the Director of the School.

b) Disobedience to inmediate supervisor in hotels and restaurants where practical lessons are conducted.

c) Any act of disrespect to customers at the hotels and restaurants where student is assigned, or to his fellow students.

d) Tardiness for more than 15 minutes or for leaving classes before specified hour. Three consecutives delays will be considered as one absence.

4- Duties:

a) The student will also have to work extra hours at the different hotels and restaurants where practical lessons are held.

b) Students taking this course must agree to follow it as a career (or profession) otherwise they will be obliged to reimburse the school an amount of $300.00.

c) Also it will be compulsory to remain in Puerto Rico for at least one year after graduation.

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Student Signature.