

Specialized Training Requirement for Upgrading to the Next Level

Specialized Training	Level 1 to Level 2	Level 2 to Level 3
Key Area # 1: Operations Required Course Options: Serving It Safe, Serve Safe, DMA's Sanitation & Safety Exam, or SNA approved State Association course. Electives: HACCP, Purchasing / Inventory, Menu Planning, Food Preparation / Culinary, Now you're Cooking.		10
Key Area # 2: Nutrition Required Course: Healthy Edge or SNA approved State Association course.		10
Key Area # 3: Administration Electives, Suggested Topics: Personnel Management / Human Relations / Interpersonal Skills, Financial Management, Cashiering, Record keeping, Accounting.	10	10
Key Area # 4: Communications/Marketing Marketing, Promotion, Customer Service, Merchandising. Recommended Course: Target your Market.	10	10
General Electives (see page 10) <i>(Can take courses from any of the four key areas).</i>	40	20
Total Specialized Training Hours	60	60
Or to upgrade to level 3 you can complete College Courses (semester credits/hours)		
Sanitation & Safety / Microbiology		3
Nutrition		3
Foodservice Management		3
Total Semester Hours		9

To become eligible for applied level, please submit the following required documentation(s). Specialized Training cannot date back further than five years of the date you apply for certification.