

## Registration, Cancellation & Refund Policies

Attendance of all classes is mandatory. A government issued identification card must be presented at the time of the exam and must match the name provided on the registration form to receive the exam.

Due to limited seating capacity, **only registered students for CFM and Recertification** classes will be admitted.

All cancellations must be received **at least two (2) business days** before the start of the first class. Registration refunds are subject to a \$70 textbook fee for the 16 hour Certified Food Manager Class and a \$10 textbook fee for the 4 hour CFM Recertification Class. Cancellations must be received by phone (757-382-8672), in writing via fax (757-382-8713), by U.S. Mail and/or by email (ChdEnvHlth@vdh.virginia.gov)

## Food Handlers Class Schedule

### Preregistration Not Required

Approximately two hours of Basic Food Safety Education for food service employees and anyone interested in learning the concepts of food safety. Card is valid for 2 years.

**Cost: \$10**

<u>MONTH</u>	<u>9 - 11:00 am</u>	<u>2:30 - 4:30 pm</u>
<b>JAN</b>	<b>10</b>	<b>24</b>
<b>FEB</b>	<b>07</b>	<b>21</b>
<b>MAR</b>	<b>07</b>	<b>21</b>
<b>APR</b>	<b>04</b>	<b>18</b>
<b>MAY</b>	<b>02</b>	<b>16</b>
<b>JUN</b>	<b>06</b>	<b>20</b>
<b>JUL</b>	<b>11</b>	<b>25</b>
<b>AUG</b>	<b>01</b>	<b>15</b>
<b>SEP</b>	<b>05</b>	<b>19</b>
<b>OCT</b>	<b>03</b>	<b>17</b>
<b>NOV</b>	<b>07</b>	<b>21</b>
<b>DEC</b>	<b>05</b>	<b>19</b>

## 2013 Chesapeake Health Department Certified Food Manager Courses



**PROTECTING THE PUBLIC  
THROUGH EDUCATION**

**Chesapeake Health Department**  
748 Battlefield Blvd., North  
Chesapeake, VA 23320-4941  
Phone: (757)-382-8672  
Fax: (757)-382-8713



## Certified Food Manager Class

16 hrs of classroom instruction, *ServSafe* Essential textbook, exam and 3 year Chesapeake Registered CFM certificate included.

**Cost: \$180**

<u>MONTH</u>	<u>D</u>	<u>A</u>	<u>Y</u>	<u>S</u>	<u>TIME</u>
JAN	8	10	15	17	5:30-9:30pm
FEB	5	7	12	14	5:30-9:30pm
MAR	5	7	12	14	5:30-9:30pm
APR	9	11	16	18	5:30-9:30pm
MAY	7	9	14	16	5:30-9:30pm
JUN	11	13	18	20	9:00am-1:00
JUL	9	11	16	18	5:30-9:30pm
AUG	6	8	13	15	5:30-9:30pm
SEP	10	12	17	19	5:30-9:30pm
OCT	8	10	15	17	5:30-9:30pm
NOV	5	7	12	14	5:30-9:30pm
DEC	3	5	10	12	9:00am-1:00

## Certified Food Manager Re-certification Class

Four hours of classroom instruction, textbook, exam and 3 year Chesapeake CFM registration. **Proof of current certification required at registration.**

**Cost: \$60**

<u>MONTH</u>	<u>DAY</u>	<u>TIME</u>
JAN	22	5:30-9:30 pm
FEB	19	5:30-9:30 pm
MAR	19	5:30-9:30 pm
APR	23	5:30-9:30 pm
MAY	21	5:30-9:30 pm
JUN	25	9:00am-1:00
JUL	23	5:30-9:30 pm
AUG	20	5:30-9:30 pm
SEP	24	5:30-9:30 pm
OCT	22	5:30-9:30 pm
NOV	19	5:30-9:30 pm
DEC	17	9:00am-1:00

## REGISTRATION FORM

**Please choose class:**

- ◇ **Certified Food Manager Class**
- ◇ **CFM Re-certification Class**

Date of Class(es): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Employer: \_\_\_\_\_

CFM Course Material Selection:

**\*Language options available for 16hr CFM course only.**

Exam Language Options: (circle one)

Chinese   English   Korean   Spanish

**\*Textbooks are available in Spanish, Chinese, and Korean. Additional charges may apply. Books for CFM Re-certification class available in English only.**

