

This **ServSafe Manager Certification Course & Exam** was developed by the Educational Foundation of the National Restaurant Association. The text, ServSafe Manager 7th Edition, is part of the Foundation's food safety program. After completing the classroom work, participants take a national certification exam and upon passing receive their Food Protection Manager Certification that is valid for 5 years.

The ServSafe Course is for:

- Anyone in charge of food service operations such as hotels, restaurants, schools, clubs, churches, or any other food service establishment.
- Food and Beverage Managers
- Catering Managers
- Chefs
- Dietary Managers

Cleanliness and Safe Food Matter:

- The Centers for Disease Control and Prevention (CDC) estimate that foodborne diseases cause 76 million illnesses and 5,000 deaths annually. Approximately half of all foodborne illness outbreaks happen in food service operations.
- It's the law! The latest VA Food Regulation update now requires that each food establishment must employ at least one Certified Food Protection Manager who has supervisory and management responsibilities.

As of July 1, 2018 every permitted foodservice facility in Virginia will be required to have at least one certified manager on staff that has supervisory responsibility.

FOR MORE INFORMATION CONTACT

Ruth Schrecongost
Unit Administrative Assistant for
Albemarle County VCE Office
 460 Stagecoach Road
 Charlottesville, VA 22902
 434-872-4580
 ruths@vt.edu

GROUP CLASSES ARE AVAILABLE UPON REQUEST FOR GROUPS OF 10 OR MORE. A REDUCED REGISTRATION OF \$120/PERSON IS AVAILABLE FOR GROUP CLASSES. PLEASE CALL 434-872-4580 FOR MORE

Provided by:



In cooperation with:
 Albemarle/Charlottesville
 Health District



The National Food Safety Education Program

If you are a person with a disability and desire any assistive devices, services or other accommodations to participate in this activity, please contact Ruth, at (434)872-4580 during business hours of 8:00 a.m. and 5:00 p.m. to discuss accommodations 5 days prior to the event.
**TDD number is (800) 828-1120.*



**Registered ServSafe Proctor
 & Certified ServSafe Instructor**

**National Restaurant Association
 ServSafe Manager Certification Course
 Offered by
 The Virginia Cooperative Extension**



**ALBEMARLE
 Two Day Class**

June 11th & 18th , 2018

If paying by credit card register on line at
<https://apps.cals.vt.edu/cgi-bin/WebObjects/ServSafe.woa/wa/schedule>
 Otherwise mail or bring your cash or check into the
 Albemarle Extension Office.
 Made Payable to
 Treasurer, Virginia Tech



Registered ServSafe Proctor & Certified ServSafe Instructor

ALBEMARLE SERVSAFE CLASS LOCATION

June 11th and 18th, 2018
Thomas Jefferson Health District
1138 Rose Hill Drive, Door #3
Charlottesville, VA 22902
9:00 am until 4:30 pm

Registration Deadline: May 28, 2018

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Course taught by  
Casandra Styles, EHS Sr., VDH  
Jason Fulton, EHS, Sr., VDH  
E. Archer Campbell, REHS, VDH

Classes are two days with the exam held during  
the last half of the 2<sup>nd</sup> day

**We no longer mail out ServSafe books.  
After payment is received, you can stop  
by the Albemarle Virginia Cooperative  
Extension Office to pick up your book.**

Virginia Cooperative Extension programs and  
employment are open to all, regardless of age, color,  
disability, gender, gender identity, gender expression,  
national origin, political affiliation, race, religion, sexual  
orientation, genetic information, veteran status, or any  
other basis protected by law. An equal  
opportunity/affirmative action employer.

Issued in furtherance of Cooperative Extension work,  
Virginia Polytechnic Institute and State University, Virginia  
State University, and the U.S. Department of Agriculture  
cooperating. Edwin J. Jones, Director, Virginia  
Cooperative Extension, Virginia Tech, Blacksburg; M.  
Ray McKinnie, Administrator, 1890 Extension Program,  
Virginia State University, Petersburg.

### COURSE FEE

The cost of the course is \$150, if registered by the  
deadline. The fee includes class, textbook, and exam  
proctoring. The fee for registering after the deadline  
is \$170.

### COURSE MATERIALS INFORMATION

The textbook is available in English, Chinese or  
Spanish. Exams are available in Chinese, English,  
Spanish or large print. Please indicate your  
preference on the registration form.

\*It is highly suggested that you make arrangements to  
obtain your book prior to class to enable you to review  
the material and increase the likelihood of success on  
the exam. If you do not receive your book prior to  
class it will be brought to the class for you.

### REFUND POLICY

Requests for refunds and rescheduling are honored if  
received prior to the first day of class by calling the  
Extension Office at (434) 872-4580. It may take as  
much as 30 - 60 days to receive a refund. Persons who  
do not inform us of their cancellation prior to the first  
day of class will forfeit their fees. Substitutes will be  
accepted, but cannot be made after the first day of  
class.

**TO REGISTER:** Advance registration and payment  
is necessary to confirm your enrollment and to  
order books/exams.

- **BY MAIL:** Complete and return the attached  
registration form along with your check.  
There will be a \$50 service fee for all  
returned checks.
- **IN PERSON:** Complete and return the  
attached registration form along with check  
or cash. (Exact change only, please)
- **ONLINE:** If paying by credit card, access the  
online registration by clicking on the  
following link:

Virginia Cooperative Extension  
Upcoming ServSafe Classes Online Registration  
[https://apps.cals.vt.edu/cgi-  
bin/WebObjects/ServSafe.woa/wa/schedule](https://apps.cals.vt.edu/cgi-bin/WebObjects/ServSafe.woa/wa/schedule)

## ServSafe Course Registration Form

|                                                                                                                                                                                                                                                 | <i>Fee</i>   | <i>Late Fee<br/>Applied After</i> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------|
| <b>Class Dates:</b>                                                                                                                                                                                                                             |              |                                   |
| <b>June 11 &amp; 18, 2018</b>                                                                                                                                                                                                                   | <b>\$150</b> | <b>5-28-18 (\$170)</b>            |
| <i>Please print</i><br><b>Name</b> _____                                                                                                                                                                                                        |              |                                   |
| <b>Business name</b> _____                                                                                                                                                                                                                      |              |                                   |
| <b>Address</b> _____                                                                                                                                                                                                                            |              |                                   |
| <b>Phone</b> _____                                                                                                                                                                                                                              |              |                                   |
| <b>Email</b> _____                                                                                                                                                                                                                              |              |                                   |
| <b>Method of Payment</b>                                                                                                                                                                                                                        |              |                                   |
| <input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card                                                                                                                                               |              |                                   |
| <b>1. Check payments should be made out to:</b><br><b><u>Treasurer - Virginia Tech</u></b>                                                                                                                                                      |              |                                   |
| <b>2. Credit card payments must be registered<br/>online (click link below):</b>                                                                                                                                                                |              |                                   |
| Virginia Cooperative Extension<br>Upcoming ServSafe Classes Online Registration<br><a href="https://apps.cals.vt.edu/cgi-bin/WebObjects/ServSafe.woa/wa/schedule">https://apps.cals.vt.edu/cgi-<br/>bin/WebObjects/ServSafe.woa/wa/schedule</a> |              |                                   |
| <b>Please mark your preferred textbook language.</b><br><b>The Class will be taught in English.</b><br><input type="checkbox"/> English <input type="checkbox"/> Chinese <input type="checkbox"/> Spanish                                       |              |                                   |
| <b>Please mark your preferred exam language</b>                                                                                                                                                                                                 |              |                                   |
| <input type="checkbox"/> English <input type="checkbox"/> Chinese <input type="checkbox"/> Spanish <input type="checkbox"/> Korean<br><input type="checkbox"/> Large Print                                                                      |              |                                   |
| <b>Mail or Register in Person:</b><br>VCE - Albemarle/Charlottesville<br>ServSafe Class Registration<br>460 Stagecoach Road<br>Charlottesville, VA 22902                                                                                        |              |                                   |