

## Registration, Cancellation and Refund Policies

- Attendance is mandatory for all classes offered.
- 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, **only registered students for the Certification and Re-certification classes will be admitted.**
- **All cancellations must be received at least two (2) business days before the start of the first class. Cancellations must be received by one (1) of the following methods:**
  - Telephone (757) 382-8672,
  - In writing via fax (757) 382-8713
  - By email: [ChdEnvHlth@vdh.virginia.gov](mailto:ChdEnvHlth@vdh.virginia.gov)
- 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.



## Food Handlers Class Pre-registration is NOT required

Approximately two (2) hours of Basic Food Safety Education for food service employees and anyone interested in learning the concepts of food safety. **The Food Handlers card is valid for two (2) years.**

### COST: \$10

Month	9 -11:00 a.m.	2:30-4:30 p.m.
JAN	7	21
FEB	4	18
MAR	3	17
APR	7	21
MAY	5	19
JUN	2	16
JUL	7	21
AUG	4	18
SEP	1	15
OCT	6	20
NOV	3	17

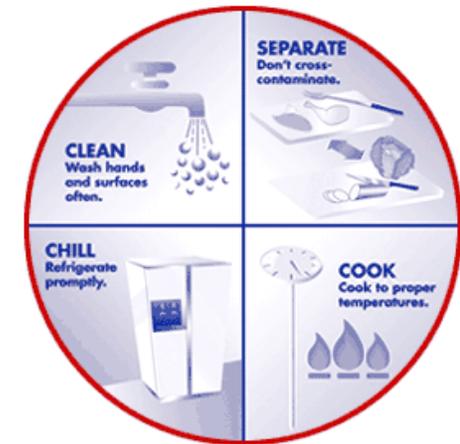
2016

## Chesapeake Health Department Foodservice Courses



Protecting the Public through education

### Practice Food Safety First !!



Chesapeake Health Department  
748 Battlefield Blvd., North  
Chesapeake, VA 23320-4941

Tel: 757-382-8672

Fax: 757-382-8713



## Certified Food Manager Class

This class includes: Sixteen (16) hours of classroom instruction, SERVSAFE Essential textbook, exam and a 3-year Chesapeake Registered CFM certificate.

**COST: \$180**

MONTH	WEEK 1		WEEK 2		TIME
	Tues.	Thurs.	Tues.	Thurs.	
JAN	5	7	12	14	5:30-9:30 PM
FEB	2	4	9	11	5:30-9:30 PM
MAR	1	3	8	10	5:30-9:30 PM
APR	5	7	12	14	5:30-9:30 PM
MAY	3	5	10	12	5:30-9:30 PM
JUN	7	9	14	16	9:00 AM-1:00 PM
JUL	5	7	12	14	5:30-9:30 PM
AUG	2	4	9	11	5:30-9:30 PM
SEP	6	8	13	15	5:30-9:30 PM
OCT	4	6	11	13	5:30-9:30 PM
NOV	1	3	8	10	5:30-9:30 PM

## Certified Food Manager Re-certification Class

This class includes: Four (4) hours of classroom instruction, textbook, exam and a 3-year Chesapeake CFM registration. **Proof of current certification is required at time of registration.**

**COST: \$60**

MONTH	DAY	TIME
JAN	19	5:30-9:30 PM
FEB	16	5:30-9:30 PM
MAR	15	5:30-9:30 PM
APR	19	5:30-9:30 PM
MAY	17	5:30-9:30 PM
JUN	21	9:00 AM-1:00 PM
JUL	19	5:30-9:30 PM
AUG	16	5:30-9:30 PM
SEP	20	5:30-9:30 PM
OCT	18	5:30-9:30 PM
NOV	15	5:30-9:30 PM

Please choose the class you wish to attend:

# Registration Form

Certified Food Manager Class (CFM)

CFM Re-certification class

CFM Test only (cost \$60)

PLEASE PRINT

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

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

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

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

State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Contact telephone number: \_\_\_\_\_

LANGUAGE OPTIONS FOR THE CFM COURSE:

(PLEASE CIRCLE YOUR PREFERENCE)

TEXTBOOK:      ENGLISH   SPANISH   CHINESE   KOREAN

EXAM:            ENGLISH   SPANISH   CHINESE   KOREAN

Language options are for the 16hr CFM course only. Additional charges may apply.

Re-certification class is available in English only.