

## County of Santa Clara – Food Safety Training and Certification

- Our class and textbook are considered entry-level and suitable for beginners in food safety training as well as a refresher for experienced food safety trainers. Classes and textbooks are available in English. There are textbooks in Spanish available.
- Students are required to read the textbook and study prior to attending the class.
- Registered Environmental Health Specialists (REHS) from the County of Santa Clara Department of Environmental Health teach our classes.
- There is a 45 minutes lunch break – lunch is not included. Bringing a bagged lunch is encouraged.
- Exam results will be mailed directly to students by the National Registry of Food Safety Professionals (NRFSP 1-800-446-0257).

### JAN 2017 – FEB 2017 – Class Schedule

All sessions are held at 1555 Berger Drive, 3<sup>rd</sup> Floor, San Jose, CA – map and parking info are provided with your textbook.

**PHOTO IDENTIFICATION WILL BE REQUIRED TO TAKE THE EXAM – BRING A GOVERNMENT ISSUED PHOTO ID**



PLEASE ARRIVE BY 7:30 AM FOR PRE-REGISTRATION!

Classes begin promptly at 8:00 a.m. to 5:00 p.m.

Registration will be based on a class size of 32 students. All-day courses are offered on the following dates:

<b>FEBRUARY 16<sup>TH</sup>-THURSDAY (SPANISH CLASS)</b>	<b>MARCH 14<sup>TH</sup>- TUESDAY (ENGLISH CLASS)</b>	
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The Exam Only class is administered in the morning between 8:45 a.m. – 11:00 a.m.

**PLEASE ARRIVE BY 8:15 a.m. to register. Exam begins PROMPTLY at 8:45 am!**  
**STUDENTS ARRIVING AFTER 8:45 a.m. will be rescheduled with a \$25 rescheduling fee**

<b>JANUARY 24<sup>TH</sup>-TUESDAY (EXAM ONLY)</b>	
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Note: If you are unable to take a challenge exam in the mornings, there are a limited number of spaces available for students who want to take this exam only during the end of the course offered dates. Exams will begin promptly at 2:30 pm. Students must arrive by 2:15 pm to guarantee entry into the exam or exam will be rescheduled and subject to a fee. Contact us for availability.

### Fees and Reschedule Policy

- **Advance Mail-in Registration for the course is \$ 210.00 per person.** (Includes: class room instruction, textbook, mailing of materials/book), examination, administrative fees, and sales tax). *Allow up to 2 weeks to mail the materials.*
- **Advance Walk-in Registration for the course is \$199 per person.** (Includes: class room instruction, textbook, examination, administrative fees, and sales tax). ***MUST REGISTER 7 DAYS PRIOR TO THE CLASS.***
- **NO WALK-INS ON DAY OF CLASS OR EXAM**
- **Exam only class fee is \$100.** *There is no classroom training or textbook included in this cost.*
- Extra textbook is \$19. Additional \$11 postage and handling fee if mailed will apply (\$30 total).
- Registration for an exam in different language must be submitted within 14 calendar days prior to class/exam date.
- If registering 14 days prior to the class, payment must be in cash or money order.
- **If your class is cancelled due to unforeseen circumstance, we will reschedule to your first preferred available date without a fee**
- There will be a \$50 charge for all checks returned for insufficient funds.
- A fee of \$25 will apply for each student rescheduling their class and/or exam date.
- **FEES AND CLASSES ARE SUBJECT TO CHANGE AT ANY TIME!**

**PLEASE NOTE: There will be NO REFUNDS for NO SHOWS to the course/exam or exam only classes. All requests to reschedule will be subject to a fee of \$25 each time a request is made.**

## Registration Form



Please submit one registration form per person. Submit registration forms and payment together.  
No same day registration. Registration must be submitted in advance.

NO phone or fax registrations.

**MAIL COMPLETED FORM WITH CHECK OR MONEY ORDER TO:**  
County of Santa Clara Department of Environmental Health  
Consumer Protection Division  
1555 Berger Drive, Suite 300  
San Jose, CA 95112-2716

**NOTE: There will be a \$50 charge for all checks returned for insufficient funds.**

Legal Name as shown on photo ID (PRINT clearly)

Student Name: (first) \_\_\_\_\_ (last) \_\_\_\_\_

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

City: \_\_\_\_\_ State: CA Zip: \_\_\_\_\_

Cell Number: (\_\_\_\_\_) \_\_\_\_\_ Home Number: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Please send my confirmation class via:  Mail  Email

Advance mail-in FSC class  Advance Walk-in FSC class  Last minute Registration FSC class

Class Date: 1<sup>st</sup> choice: \_\_\_\_\_

**\*\* NOTE: Please be sure to make a 2<sup>nd</sup> choice, as 1<sup>st</sup> choice is NOT guaranteed. \*\***

2<sup>nd</sup> choice: \_\_\_\_\_

Exam-Only (challenge) Date: \_\_\_\_\_

Extra Textbook Purchase

Exam Version – please circle your preference:

English    Spanish    Chinese    Korean

**NOTE:** English exams will be provided unless indicated otherwise. Foreign language exams may not be available on the day of exam. All translations are based on the English exam and include a side-by-side printing of each question in both English and the second language.

### FOR OFFICE USE ONLY

REG #: \_\_\_\_\_ AMOUNT: \_\_\_\_\_ CASH / CHECK # \_\_\_\_\_

TEXT DELIVERY (circle): US mail Will Call DEH Lobby No textbook/Exam-only

DATE: \_\_\_\_\_ STAFF INITIALS: \_\_\_\_\_ BOOK #: \_\_\_\_\_

Textbook Pick-up Date: \_\_\_\_\_ Signature: \_\_\_\_\_