



American Culinary Federation Education Foundation

Application to Offer ACF-Approved Continuing Education Hours

American Culinary Federation, Inc. • Attention: Education • 180 Center Place Way • St. Augustine, FL 32095 • Toll-free: (800) 624-9458 • www.acfchefs.org

Please complete one application for each session/event. Renewing sessions/events need to complete the payment page only. Send completed applications with documentation and payment to educate@acfchefs.net or American Culinary Federation, Professional Development Department, 180 Center Place Way, St. Augustine, FL 32095.

Contact Information

Contact Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Non-profit organization (please provide a copy of your 501(c)3 certificate or letter on official state government letterhead.)

Session/Event Information

If you are submitting multiple sessions, please complete an application for each session with payment information on the first application.

Course/Program Title: _____

Program Type: Individual Session

Event

Renewal (please go to payment page)

Total CEHs requested: _____

Approval Checklist: Please include the following with your completed form.

List or attach learning objectives

Attach a session/event timeline and description - include list of topics to be covered.

List or attach presenter qualifications - if you have not yet selected a presenter, please list the minimum qualifications he/she will have.

Describe how the session/event will be evaluated or attach a copy of the evaluation survey.

Attach a copy of certificate of attendance to be given to attendees upon completion of program. Attendees must receive a certificate, letter or other documentation stating program title, date, participant's name and number of CEHs earned. If you do not have one, one can be provided to you.

Application to Offer ACF-Approved Continuing Education Hours

American Culinary Federation, Inc. • Attention: Education • 180 Center Place Way • St. Augustine, FL 32095 • Toll-free: (800) 624-9458 • www.acfchefs.org

Online Listing

Listing on the ACF CEH opportunities page is included in the price. Please fill out all the applicable information below.

Do not publish online (skip this section)

Event Location: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____ Event Date: _____

Contact name and email, if different from above: _____

Subject Area: Baking & Pastry Culinary Skills Educator Skills Management
 Nutrition Professional Development Sanitation

Please describe or attach a description as it will appear online (100 words or less)

Logo: Attach a company/event logo (jpg or eps file, 468 pixels wide x 60 pixels tall) to educate@acfchefs.net

Application to Offer ACF-Approved Continuing Education Hours

American Culinary Federation, Inc. • Attention: Education • 180 Center Place Way • St. Augustine, FL 32095 • Toll-free: (800) 624-9458 • www.acfchefs.org

Payment Options

New Application

Renewal Application

No changes

Please list or attach changes to the session/event

CEH Provider Payment Information:

ACF Chapter-Sponsored Sessions: No fee

Single Sessions:

	Non-profit	For-profit
Individual Sessions (seminars, webinars, online courses)	\$110	\$150
Events, 1-2 days	\$125	\$175
Events, 3+ days	\$150	\$200

Multiple Individual Sessions:

	Non-profit	For-profit
3-6 sessions	\$100 per session	\$130 per session
7-9 sessions	\$90 per session	\$120 per session
10+ sessions	\$850 flat fee	\$1,200 flat fee

Payment Information

I have enclosed a check made payable to the American Culinary Federation (ACF).

Please bill my: Visa MasterCard Amex Discover

Credit Card Number: _____ Exp Date: _____ CSC: _____ Amount: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Name on Account: _____ Signature: _____