

ACF Certification Process for NavyCool Funding

NavyCool	ACF Application Process	Required Documentation
Navy Cool Application: Request payment for initial application	Step 1 Initial Pre-Approval App	Step 1 Application with required documentation (i.e., transcripts, documentation of 30 hours Nutrition, 30 hours Sanitation and Safety, 30 hours Supervisory Management (may be found in smart transcripts). If 30 hour courses are over 5 years old, refresher courses are needed. If possible include copy of high school diploma or degree. Culinary related work experience (i.e., job duties, number of years, number of people supervised if any).
<i>Submit. Review. Approve.</i>	<i>Submit.</i>	<i>Review. Wait for Approval.</i>
Navy Cool Application: Request payment for certification exams	<p>Exams cannot be scheduled until NavyCool has approved funding.</p> <p><i>Once approved, candidate may register for written exam with Comira Site and register for practical exam at an approved ACF test site.</i></p>	
<i>Submit. Review. Approve.</i>		
Navy Cool Application: Request payment for final application	Step 2 Final Application	Step 2 Fill out final application and attach passing written and practical exam forms.
<i>Submit. Review. Approve.</i>	<i>Submit. Review. Approve.</i>	