



# American Culinary Federation Education Foundation ACF CEH Quick Reference Guide

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

- Business meetings conducted primarily for information-sharing purposes do not typically qualify for CEHs.
- Documentation must generally include attendee name, program sponsoring company, date and number of CEHs earned.
- For programs that have not been pre-approved by ACF, the program timeline and description with learning objectives must be provided.
- To ensure the quality of educational content, ACF recommends that half of the professional development activities come from **ACF and/or ACF-approved providers**.
- ACF members can view their CEHs on their ACF member profile. **Submit CEH Activities** to your member profile.
- Hosting an event or program? **Submit an application** to become ACF-approved and offer CEHs.

For CEH Opportunities, check out [www.acfchefs.org/CEH](http://www.acfchefs.org/CEH)

### CFC® and CFPC™ - 10 CEHs annually

- Only for certifications earned after 12/31/18

### CC® and CPC® - 15 CEHs annually

- Certifications earned prior to 1/1/19 - 48 CEHs every 3 years
- Certifications earned prior to 1/1/19 will switch to annual recertification after upcoming recertification is completed.

### All other levels - 80 CEHs every 5 years

### CMC® and CMPC® - 50 CEHs every 5 years

## Recertification Requirements

Effective January 1, 2020

CFC/CPC and CC/CPC

- 100 percent professional development activities

For all other levels:

- 75 percent professional development activities
- 25 percent: leadership assignments, volunteer and community outreach activities, competitions

Visit the [Recertification page](#) for current requirements by certification level.

Activity	CEHs Earned	Documentation
<b>Professional Development Activities</b>		
ACF Online Center	Varies from 1-30 CEHs	ACF member profile
ACF conferences and annual convention	Hour-for-hour	ACF member profile
Industry-related conferences and trade shows	Hour-for-hour	Copy of registration/badge and program guide
ACF annual convention tradeshow	4 CEHs	ACF member profile
Trade/foodshow exhibits	3 CEHs (1 per year)	Copy of registration/badge and program guide
Seminars, culinary demonstrations, workshops	Hour-for-hour	Certificate (and program information if not pre-approved)
Culinary tastings/tours	Hour-for-hour	Certificate of participation (and program information if not pre-approved)
ACF chapter meetings/programs	Hour-for-hour	Certificate of participation

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Activity	CEHs Earned	Documentation
<b>Professional Development Activities (continued)</b>		

Formal educational courses	Hour-for-hour/ 1 semester=16 CEHs 1 quarter credit = 10 CEH 1 CEU = 10 CEH	Certificate of completion/transcript
Employer in-service training	Hour-for-hour	Certificate of completion
Seminar presenter/demonstrator	5 CEHs (3 per year)	Copy of program guide, link to video, or letter from event organizer
Published works of original content	20 CEHs for published book over 200 pages 10 CEHs for published book up to 200 pages 5 CEHs for professional trade journal 3 CEHs for local publications	Copy of article or book title, table of contents and publisher

<b>Leadership Activities</b>		
ACF national board members	18 CEHs per year	ACF member profile
ACF national commission/committee/taskforce and AAC board members	12 CEHs per year	ACF member profile
ACF chapter officers	12 CEHs per year	ACF member profile
ACFEF accreditation site visits, postsecondary	12 CEHs per visit	ACF member profile
ACFEF apprenticeship supervising chefs	12 CEHs per year	Verification letter from ACFEF apprenticeship program coordinator
ACFEF site visits, secondary, apprenticeship, quality programs	6 CEHs per visit	ACF member profile
ACF certification practical exam evaluators/administrators	12 CEHs per exam	ACF member profile
Advisory members on school or industry-related boards	6 CEHs per year	ACF member profile
ACF Culinary Team USA manager	30 CEHs per year	ACF member profile
ACF Culinary Team USA coach, advisor	18 CEHs per year	ACF member profile

<b>Volunteer Activities</b>		
Volunteers for local and national ACF events/competitions	up to 8 CEHs per day	Letter from chapter president, event or salon chair
Volunteers for community outreach events	up to 8 CEHs per day	Letter from program coordinator

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Activity	CEHs Earned	Documentation
<b>Culinary Salons/Competitions</b>		
Competitors of ACF-/NICA-sanctioned competitions, including knowledge bowl	18 CEHs for gold 12 CEHs for silver 6 CEHs for bronze 3 CEHs for participation	ACF member profile
Judges of ACF-/NICA-sanctioned competitions, including knowledge bowl	6 CEHs first day 3 CEHs additional days	ACF member profile
Judges of ACF pre-approved culinary competitions, including ProStart and SkillsUSA	6 CEHs first day 3 CEHs additional days	Certificate of participation
Culinary salon/competition chair of ACF-/NICA-sanctioned competitions	6 CEHs per competition	ACF member profile
ACF student team coaches, co-coaches, including knowledge bowl	18 CEHs per year	ACF member profile
Competitors of international competitions	24 CEHs for gold 18 CEHs for silver 12 CEHs for bronze 6 CEHs for participation	Official certificate
Judges of international competitions	12 CEHs per competition	Appointment letter