



**National Restaurant Association Educational Foundation  
Certified Secondary Foodservice Educator (CSFE)**

**Updated March 2017**

**Mission:** To establish and instill skill-based restaurant/foodservice industry standards for educators teaching restaurant/foodservice programs

**Goal:** To improve student learning by strengthening pedagogy within restaurant/foodservice education at the secondary-level. Identify areas of knowledge, skills and accomplishments foundational to effective pedagogy in high school restaurant/foodservice education at the secondary level; establish a certification for secondary educators based on the components identified; and identify and/or develop appropriate continuing education programs/courses to support the certification.

**Objectives**

- 1) To improve/enhance the content knowledge, technical and teaching skills of secondary restaurant/foodservice educators.
- 2) To promote industry-driven, continuing education and professional development.
- 3) To provide an educational platform opportunity to satisfy certification/credential requirements of state and local school districts and professional/trade associations.

**Certified Secondary Foodservice Educator Requirements**

To be eligible to apply for the Certified Secondary Foodservice Educator industry certificate, the candidate should meet the following requirements:

- 1) Bachelors or Associates degree from an accredited institution or from recognized teacher education institution
  - a) Acceptable documentation: copy of unofficial transcript, photo of diploma
- 2) Attend the NRAEF Summer Institutes, Levels 1 through 3, and successfully pass the exam for each Level.
  - a) A waiver is available for Level 1 for educators with degrees in Hotel and Restaurant Management, Culinary Arts, or who hold a current ACF certification.
- 3) 120 hours Industry Work Experience (more information may be found on Page 3 of this application)



**NRAEF Certified Secondary Foodservice Educator  
Application Form**

**Application Information:**

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

Job Title: \_\_\_\_\_

Name of School: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Educational Background Information:**

Undergraduate Degree

College/University:  
\_\_\_\_\_

Year/Major/Minor:  
\_\_\_\_\_

Graduate Degree

College/University:  
\_\_\_\_\_

Year/Major/Minor:  
\_\_\_\_\_



## **Work Experience Requirements**

- 120 Hours Industry Work Experience should be new experience. Work experience prior to 2006 will not be accepted
- Suggested types of experience for worksite placement:
  - Supervised, on the job, paid, and serving the general public. This may be in a variety of segments including: Quick Serve, Fast Casual, Full Service, Fine Dining, and Catering establishments. Work experience should include placements outside the normal scope of your position as an culinary arts educator.
- Suggested areas to be covered: Operations-front and back of the house and Management/Supervision-optional

For questions about whether or not a specific position would qualify, please contact ProStart staff at [prostart@nraef.org](mailto:prostart@nraef.org).

## **Documentation of Work Hours**

Please submit timesheet, timecard, or a letter from your industry supervisor, or accountant on company letterhead documenting time worked.

## **Written Report of Experience**

Please provide a list of areas that were covered during worksite experience and a brief description of duties. Please attach to the application.

Name of Company/Employer: \_\_\_\_\_

Industry Supervisor/Representative: \_\_\_\_\_

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

Office Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

## **Maintenance of Industry Certification**

The CSFE designation is valid for five (5) years. Requirements for renewal are available online at <https://www.chooserestaurants.org/Programs-and-Scholarships/Professional-Development/Education-Certification>



**National Restaurant Association Educational Foundation  
Certified Secondary Foodservice Educator (CSFE)  
Application Checklist**

**Certified Secondary Foodservice Educator Requirements:**

To be eligible to apply for the Certified Secondary Foodservice Educator industry certificate, the candidate should meet the following requirements:

**Applicant:** \_\_\_\_\_

- Completed Application
- Bachelors or Associates degree from an accredited institution or from recognized teacher education institution
- NRAEF Summer Institute Level I: Basic
  - Date and location: \_\_\_\_\_
- Level II: Advanced & Pass Level II Test
  - Date and location: \_\_\_\_\_
- Level III: Mastery & Pass Level III Test
  - Date and location: \_\_\_\_\_
- 120 Hours Industry Work Experience as outlined in the Work Experience Requirements
- Industry Time Sheet, Time Card, or letter from Supervisor or Accountant
- Written Report of Experience

Please submit completed application and supporting documentation either by mail, email or fax.

ProStart  
NRAEF  
2055 L Street NW  
Washington, DC 20036

By email [prostart@nraef.org](mailto:prostart@nraef.org)

By fax 202-973-5375