



## SNA Certificate Program: Changing Levels

**Certificants may move from one level to another by earning the additional academic requirements or key area training required for the next level.**

- College courses can be used regardless of how many years ago they were taken
- Certificates of completion cannot date no further than five years back
- Documents used to meet the initial certificate program level cannot be used to move up to another level with the exception of the 8 hour Core Course in Food Safety & Sanitation (taken in the last 5 years)

### **Application Steps**

1. Complete and Sign Certificate Application
2. Submit Application Fee
3. Submit Copies of Certificates of Completion/College Transcripts

### Moving From Level 1 to Level 2

#### High School Diploma/GED

15 hours in Key Area 1 Nutrition	20 hours in Key Area 2 Operations	20 hours in Key Area 3 Administration	15 hours Key Area 4 Communications & Marketing
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### Moving From Level 1 to Level 3

#### High School Diploma/GED

#### Option A

#### Option B

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|---|---|
| <ul style="list-style-type: none"> <li>• <b>*New! 8 hour Core Course in Food Safety &amp; Sanitation</b></li> <li>• 3 credit college course in Key Area 1: Nutrition</li> <li>• 3 credit college course in Key Area 2: Operations</li> <li>• 3 credit college course in Key Area 3 or 4: Administration or Communication &amp; Marketing</li> </ul> | <ul style="list-style-type: none"> <li>• 35 hours in Key Area 1: Nutrition</li> <li>• 35 hours in Key Area 2: Operations</li> <li>• 45 hours in Key Area 3/4: Administration and Communications &amp; Marketing</li> <li>• 15 hours in General Electives</li> </ul> |
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### Moving From Level 2 to Level 3

#### High School Diploma/GED

#### Option A

#### Option B

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|---|---|
| <ul style="list-style-type: none"> <li>• <b>*New! 8 hour Core Course in Food Safety &amp; Sanitation</b></li> <li>• 3 credit college course in Key Area 1: Nutrition</li> <li>• 3 credit college course in Key Area 2: Operations</li> <li>• 3 credit college course in Key Area 3 or 4: Administration or Communication &amp; Marketing</li> </ul> | <ul style="list-style-type: none"> <li>• 20 hours in Key Area 1: Nutrition</li> <li>• 15 hours in Key Area 2: Operations</li> <li>• 10 hours in Key Area 3/4: Administration and Communications &amp; Marketing</li> <li>• 15 hours in General Electives</li> </ul> |
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