

# FOODSAFE LEVEL 1 BY CORRESPONDENCE

## 4 Easy Steps to Certification

### 1. Registration and Payment

Download a registration form at [go2HR.ca/FOODSAFE](http://go2HR.ca/FOODSAFE) or call go2HR.

The cost of the workbook and DVD is **\$90.00 + \$15.00 shipping & handling**. Companies registering more than one employee should [contact go2HR](#) for the workbook only option (\$75.00 + \$15.00) as well as combined shipping and handling costs.

Both options include the exam and certificate. Students living outside of British Columbia or companies purchasing multiple courses should contact go2HR for additional shipping and handling costs.

**Payment:** Cash or debit (in person registrations only), money order, cheque (payable to go2 Tourism HR Society), Visa or MasterCard. go2HR does not accept Visa debit.

Send completed registration form(s) and payment to:

Mail: go2HR  
Suite 450-505 Burrard Street  
Box 59  
Vancouver, BC  
V7X 1M3

Fax: 604-633-9796  
Email: [customerservice@go2hr.ca](mailto:customerservice@go2hr.ca)

**Note:** If you are paying by credit card, you can scan and email or fax the registration form.

### 2. Program Delivery

After go2HR receives your registration form and payment, the following materials will be sent to you via Canada Post:

- FOODSAFE distance education workbook
- Course DVD (if ordered)
- Invigilator Request form

You will have six months to study the material before you must take your final exam.

### 3. Final Exam

The closed book exam consists of 50 multiple-choice questions. You are required to bring a pencil and an eraser. Do not bring the FOODSAFE workbook with you to the exam. You will be taking the exam under an invigilator's\* supervision.

*If you live within the Lower Mainland:*

You will receive an **Invigilator Form A**. Your exam must be invigilated by a Health Inspector in your area. Please contact Fraser Health Authority at (604) 930-5405 to locate your nearest Health Unit. You will need to arrange a time to write the exam with the Health Inspector. Please bring your Invigilator Form A with you when you take your exam.

*If you live outside the Lower Mainland:*

You will receive an **Invigilator Form B**. When you are ready to take your exam, you need to find someone to invigilate your exam. Your invigilator can be anyone over the age of 19, who is not a direct relative and doesn't live in the same household. Ask your invigilator to complete the form and send it back to go2HR. We will send the exam directly to your invigilator.

*\*An Invigilator is someone who will supervise you while you take your exam.*

**Note:** Exams are available in a few select languages other than English; please [contact go2HR](#) for further information.

### 4. The Results

A passing grade of 70% is required for certification. Certificates are issued by the Health Authority and it may take 4-6 weeks to receive your certificate.

If you write your exam at the Health Unit, the Health Inspector will mark your exam and will let you know your exam mark.

If you live outside the Lower Mainland, your invigilator will send the exam back to go2HR for marking. If you pass your exam, you will receive a Congratulation Letter. We will send your results to the Health Authority in your area and they will issue the certificate.

FOODSAFE Level 1 certificates issued in BC have a five-year expiry date. Upon expiration, individuals must take a three-hour online refresher course available only through Open School BC, and achieve a grade of 80% in the exam in order to be re-certified. FOODSAFE certificates issued before July 29, 2013 will be valid until July 29, 2018.

### Questions?

Please contact go2HR at 604-633-9787 ext. 232 or by email at [customerservice@go2hr.ca](mailto:customerservice@go2hr.ca).