



Certified Fundamentals Cook (CFC) / Certified Fundamentals Pastry Cook (CFPC) Fact Sheet



v.10.24.2023

Name of Specific Credential	Certified Fundamentals Cook (CFC) / Certified Fundamentals Pastry Cook (CFPC)					
CTE Program Alignment(s)	12.0500.00- Culinary Arts					
Description of Credential	<p>ACF Certification adds value to the certificants, employers and the public. With thousands of chefs competing in the job market, it is essential to prove your culinary competency. Certification through the American Culinary Federation demonstrates skill, knowledge and professionalism to the food service industry.</p> <p>NOCTI and ACF have co-branded the Culinary Arts Cook and the Retail Commercial Baking assessment in order to offer culinary learners expanded recognition opportunities.</p> <p>-Earn NOCTI Workforce Competency Credential</p> <p>-Earn College Credit Recommendation</p> <p>-Qualify to apply for ACF Certification</p>					
Entry-Level Annual Salaries (List All)	Entry Level Pastry Chef and Culinary Chef - \$50,500 - \$67,500					
Industry-Based Credential Requirements: Students						
Standard / Curriculum	<p>Requirements:</p> <ul style="list-style-type: none">• Graduation from accredited program <p>Application Process:</p> <p>-High School Program Administrators submitting multiple students, please use the Group CFC® Certification application.</p> <p>Individuals - Submit Individual CFC® Certification application with proof of graduation, NOCTI assessment results and application fee. Please allow 2-3 weeks for processing. Upon approval, certificate will be mailed.</p> <p>-Upon successful completion of the NOCTI assessments, the candidate should submit application, along with education documentation, NOCTI assessment results, and certification fee. Make sure all back-up documentation, copies only (no originals), are included. NOCTI has available study materials, such as an exam blueprint for your review. They also have information about college credit and digital badge information that you may want to review. For more information, please see NOCTI/ACF Written and Performance assessment webpage.</p> <p>Certified Fundamentals Pastry Cook Requirements:</p> <ul style="list-style-type: none">• Successfully complete a secondary baking and pastry program.• Pass the ACF Culinary Arts Certification or Retail Commercial Baking written assessment with a minimum score of 70%.• Pass the ACF Culinary Arts Certification or Retail Commercial Baking performance assessment with a minimum score of 75%.• Submit application with NOCTI assessments and payment for each applicant.• Upon approval, ACF will award the CFC or CFPC® Certification.					
Testing Methodology	Paper?	Yes	Online – Cognitive portion	Yes	Performance Exams/ Tests? Psychomotor portion	Yes
Re-Testing (if available)	Re-Testing Procedures:	Written Exam: The applicant can re-test after 14 days should he or she not pass the first time. Practical Exam-			Max # of Attempts Allowed:	N/A

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	there is no waiting period to retest.	
Testing Details (including any age requirements / accommodations)	<p>The ACF has teamed up with NOCTI to administer the Certified Fundamentals Cook® (CFC®) Certified Fundamentals Pastry Cook (CFPC) exams.</p> <p>The Culinary Arts Cook and the Retail Commercial Baking NOCTI-ACF industry-based credentials are included in NOCTI's Job Ready assessment battery. Job Ready assessments measure technical skills at the occupational level and include items which gauge factual and theoretical knowledge. The purpose of the certification examinations is to assess and objectively measure the knowledge and skills of a candidate to determine if they meet ACF standards.</p> <p>A passing score of 70% for written assessment (212 questions-CFC or 187 questions-CFPC); and 75% for performance are required.</p> <p>Performance Assessment includes:</p> <p>CFC- preparing sauteed chicken with fine herb sauce, rice pilaf, steamed green vegetables and carrots, and salad;</p> <p>or CFPC- prepare soft dinner roll dough, decorate a cake, make a fruit pie and unbaked fluted pie shell, and prepare a Pâte à Choux.</p> <p>-Each test administration time is 3 hours and can be administered in one, two, or three sessions.</p> <p>-The assessment for certification practical testing is divided into four general areas: Safety and Sanitation Skills; Organization; Craftsmanship Skills; Finished Product Skills.</p> <p>-The candidate's skills are evaluated during the examination period through frequent monitoring by the evaluators. The practical examination is scored overall as pass or fail. Points are calculated in various areas and a total numerical score is calculated. A total averaged score of 75% (75 points) or better is considered passing.</p> <p>ACF Written Exams:</p> <p>Important notice: The ACF certification written exams are now available through the ACF Online Learning Center. The CFC/CFPC exams will continue to be scheduled through NOCTI.</p> <p>-Once the applicant has been pre-approved for ACF certification, they will need to identify a proctor and submit the proctor form.</p> <p>-Please contact the ACF certification team at certify@acfcchefs.org if you need help finding a proctor.</p> <p>-The ACF certification team will send the proctor additional forms to complete. Once verified, the proctor will receive the PIN to release the exam and the applicant can schedule a time and location with the proctor to take the exam.</p> <p>ACF Online Learning Center:</p> <p>-The applicant can access the ACF Online Learning Center at www.acfcchefs.org/OLC.</p> <p>-ACF members must log in to their ACF account to access the Online Learning Center. Nonmembers will need to create an ACF online account first. This online account does not include benefits associated with ACF membership.</p> <p>-The exam will be accessible from the home screen or in the Learning Center.</p> <p>-When the candidate is ready to take the exam, they should select the option to start the course. The proctor will be asked to enter the PIN. Then the candidate can start the exam. Candidates will be notified immediately of their scores.</p> <p>ACF Practical Exams:</p> <p>-ACF approval is required prior to registering for practical exams.</p> <p>-Register online or by submitting Practical Exam Candidate Registration Form.</p> <p>-Test sites may charge an additional host site fee that is payable to the site hosting the exam.</p> <p>-Practical exam scores are valid for one year.</p>	

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	<p>-For Special Accommodations, you must complete the Request for Special Accommodations Form and submit with appropriate documentation. Please allow 45 days for review and approval. Submission does not constitute approval.</p> <p>-Prior to the practical exam date, the test site administrator will contact candidates to confirm test time, host site fee and specific details about the testing facility.</p> <p>Practical Exam test Sites can be located here.</p>			
Industry-Based Credential Requirements: Teachers				
Instructor Certification Requirements <i>(by certifying agency)</i>	Certified Culinary Educator® (CCE®) : An advanced-degree culinary professional who is working as an educator at an accredited secondary or vocational institution. A CCE® is responsible for the development, implementation, administration, evaluation and maintenance of a culinary arts or foodservice management curriculum. In addition, a CCE® demonstrates the culinary competencies of a CSC® or CWPC® during a Practical Exam.			
Proctoring / Test Security <i>(if any)</i>	<p>The NOCTI Security Policy states that teachers for the content area in which the assessment is administered are prohibited from proctoring their own students or students in a similar educational or Career Technical Education program. This applies to the multiple-choice assessments in both online and paper/pencil formats.</p> <p>Additional examples of proctors include: school administrator, HR manager, ACF chapter officer, local librarian.</p> <p>Proctor Requirements:</p> <ul style="list-style-type: none">-The proctor must be a “disinterested third party” with no direct family relationship to the applicant.-The proctor must not be going for the same level of certification as the testing candidate at the same time nor in the near future. <p>Duties:</p> <ul style="list-style-type: none">-Confirm the applicant's identity by using a photo identification such as a driver's license.-Ensure the applicant does not receive any outside assistance while taking the exam. This includes course materials, help from other persons, prepared notes, and access to other websites. Cell phones must be checked and turned completely off. The student may use a non-programmable calculator.-Remain in the presence of the applicant from the time the applicant starts the exam to the time he or she finishes, or until the end of the maximum time allowed for the test, whichever comes first. <p>Location Requirements:</p> <p>There are no location requirements, however, the applicant will need to have access to:</p> <ul style="list-style-type: none">-High-speed internet connection-Internet browser, Chrome recommended-Desktop, laptop or tablet PC recommended, available on mobile device <p>Become a Practical Exam Test Site</p> <p>Facilities interested in becoming an ACF Practical Exam Test Site, should review the Test Site Requirements and submit the Practical Test Site Application.</p>			
Credential Tracking				
Credential Documentation	Paper certificates are issued to document certification.			
Credential Tracking System	Online Tracking System?	Yes	Details	ACF credential verification can be completed at here.



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Expiration Timeline	Certification will expire in 5 years with opportunity for recertification; however, we encourage you to consider upgrading your certification at that point.
Other Details	
Credential Costs / Funding Sources	
Cost Details	NOCTI Pre-Test Online: \$12; NOCTI Pre-Test Paper/Pencil: \$23 NOCTI Post-Tests Multiple Choice Online: \$20; NOCTI Post-Test Paper/ Pencil: \$30 NOCTI Performance Online \$21; NOCTI Performance Paper/Pencil: \$30 ACF Certification: \$35 ACF Member Fee; ACF Certification \$50 Non-Member Fee
Re-test / Refund Policies	There are no refunds.
For More Information <i>(must provide valid contact email and phone number for certifying agency)</i>	
Certifying Organization(s)/ Agency Contact Info <i>(if more than one, list all)</i>	American Culinary Federation, Inc. www.acfchefs.org Certification Department 6816 Southpoint Pkwy, Ste 400 Jacksonville, FL 32216 (904) 824-4468 certify@acfchefs.org