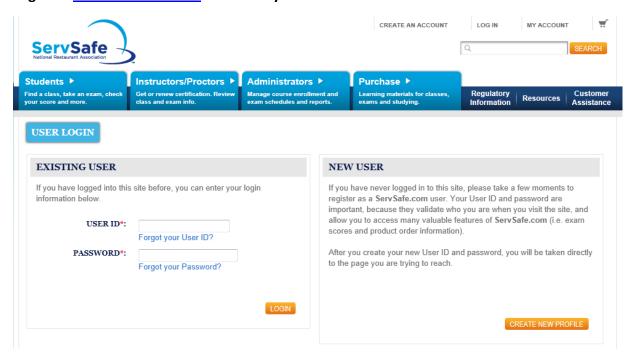
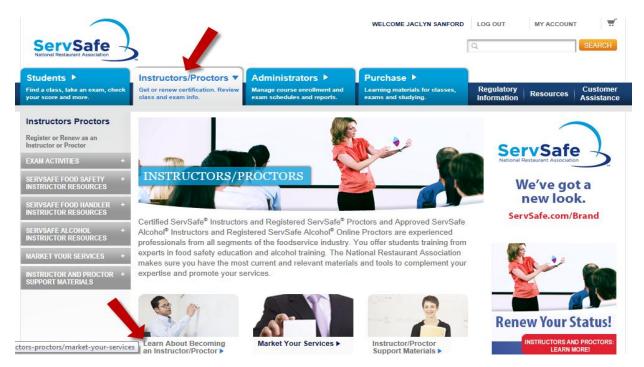
# Here are a few simple steps you can take to becoming a Certified Instructor and Registered Proctor – Dual Role:

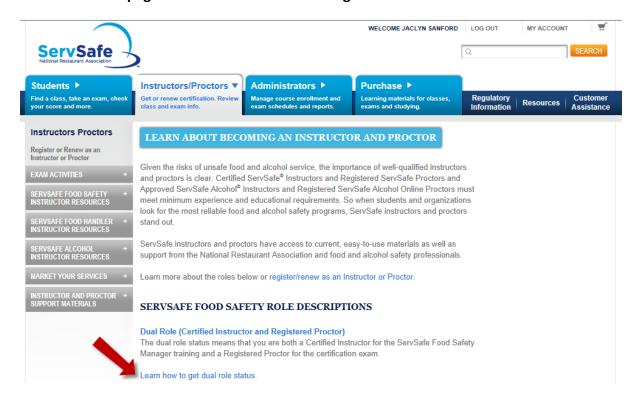
Log In at www.servsafe.com and enter your User ID and Password.



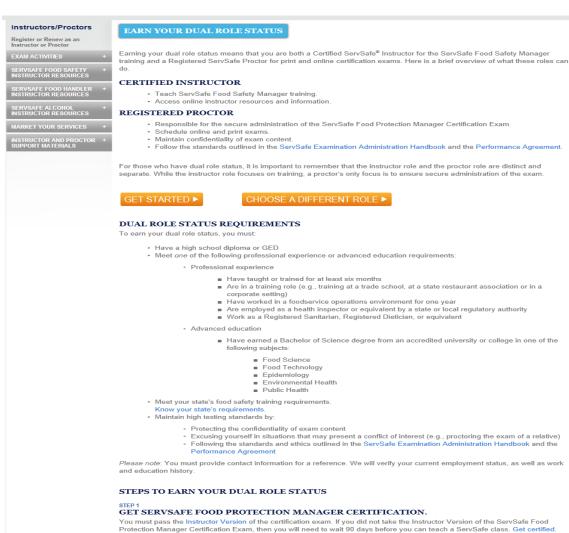
- 1. Click on the Instructors/Proctors tab
- 2. Choose "Learn About Becoming an Instructor/Proctor"



# Scroll down the page and click on "Learn how to get dual role status".



# Click on the orange "Get Started" button.



### LOGIN TO SERVSAFE.COM.

Login with your User ID that is associated with your most recent ServSafe Food Protection Manager Certification Exam

NOTE: If you do not have a User ID, create a User ID and the application process will help you tie your Serv-Safe exam record to

# STEP 3 TAKE THE DUAL ROLE TUTORIAL AND QUIZZES.

### PASS THE SERVSAFE ONLINE ADVANCED TEST.

### COMPLETE THE APPLICATION.

Agree to the terms of the Performance Agreement

This screen will take you through the application process. To begin, Click on the highlighted "Step 1. ServSafe Food Protection Manager Certification". Note: In order to get your Dual Role Status, you must have your ServSafe Food Protection Manager Certification.

Complete Steps 1-4 listed in the screenshot. Once you've passed all the tests, agree to the terms of the Application and Performance Agreement and submit.

