



Thornhill Training's ServSafe® Food Protection Manager Certification

Obtaining Scores and Certificates (NRA)

Taking the exam: Provide a unique *email address* on your answer sheet. This is how ServSafe will let you know your score/certificate is available, and it provides the most reliable connection to your Exam Record. You will also need the *Exam Session Number*.

Exam Session/Class Number # _____

If you don't receive an email from ServSafe stating that your score is available within 10-12 business days, go to servsafe.com and select "Check Your Exam Score" on the Students tab.

Once exams are graded, students will have access to their score and eCertificate. And can download or print the certificate at that time.

Steps to check scores and download certificates directly from ServSafe.com

1. Go to <http://www.servsafe.com>
2. Click on "students" (first tab on far left)
3. On drop down click "certificates"
4. To check scores choose "check scores"
Exam Session/Class Number **required**. (# was provided at time of exam)
5. Click "exam activities"
6. Click "print your certificate"
7. User Login. Choose existing user or new user (new user, you will create User ID & password)

If you prefer to have a physical copy of your certificate sent in the mail, you may do so for an additional \$10 fee. To do this, follow the same steps above. You will receive your certificate within 10-14 business days.

If you have questions on the steps visit ServSafe.com or call [\(800\) 765-2122](tel:8007652122).

IMPORTANT: Keep this page for your records. Without the exam session number, you will not be able to connect to your score/certificate reference.

Thank you for choosing Thornhill, for your Training needs! Visit us at www.ThornhillTraining.com

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- ✓ On-line registration
- ✓ Posters
- ✓ Public and private classes available in Austin
- ✓ Houston, San Antonio regions.
- ✓ Private classes
- ✓ English and Spanish

Food Handler Certification

- ✓ State approved
- ✓ No exam

ONLINE Certifications

- ✓ TABC
- ✓ Food Handler
- ✓ Texas Food Manager (not ServSafe)