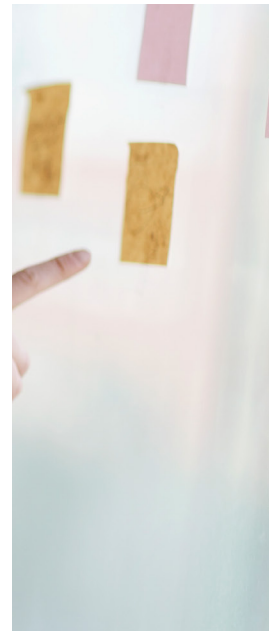




CFS | Certified
Food Scientist®



This Handbook Contains:

- Eligibility requirements
- How to apply
- Exam content outline
- Resource list
- Sample questions
- Policies and procedures, including:
 - How to schedule your test
 - How to maintain your certification
 - How to use the credential
- Professional Code of Ethics
- Disciplinary procedures



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What is the Certified Food Scientist Credential?

The Certified Food Scientist (CFS) program—the only global certification for food professionals—recognizes the applied scientific knowledge and skills of food scientists. The CFS consists of an examination that is focused on the practical applied knowledge of food science and is firmly grounded in the established fundamental knowledge and skills food scientists apply in all aspects of their jobs.

Currently, there are over 2,000 Certified Food Scientists from 55 countries across the world. These credential holders play important roles in food science, from industry vice presidents and c-level executives, university deans, government officials, expert consultants, to everything in between. Certified Food Scientists are employed at nearly all 23 of the 2019 Fortune 500 Beverage and Food Consumer Goods companies, as well as many other leading organizations in the profession.

Regardless of your career stage or food science background, obtaining the CFS is a career milestone that demonstrates your expertise and commitment to the profession.

Why Earn your CFS?

As a food scientist, you know the important role you play in bringing the world its food supply. To meet increasing global demand, you must be up to date on scientific and technological advancements and possess the knowledge and skills needed to deliver safe, quality food to consumers. Unlike any other certification, the CFS designation recognizes the applied scientific knowledge and skills of global food professionals and provides a universal way to identify, cultivate, and retain top talent. CFS provides many benefits for both professionals and organizations, including:

Benefits for Professionals

- Showcase your applied knowledge and skills
- Differentiate yourself from other employees/job candidates
- Demonstrate your commitment to lifelong learning through recertification

Benefits for Organizations

- Display leadership as a champion for the important role food science plays in business operations
- Leverage the CFS as an employee recruitment and retention tool
- Incorporate CFS as a step-up technical ladder

About IFT

Envision what the very best minds in food science can achieve when they work together...providing each and every person on the planet with access to a safe and abundant food supply.

For more than 80 years, the Institute of Food Technologists (IFT) has been unlocking the potential of the food science community by creating a dynamic global forum where members from more than 100 countries can share, learn, and grow.

We've helped the members of this community connect both in person, through scientific and technical education venues and forums such as the world's largest annual food expo, and virtually, through our publications and other resources.

By serving as a leading advocate for food science and a catalyst for change around the world, we've educated the media and policy makers and worked with governments to shape regulations.

As a visionary organization, IFT is feeding the minds that feed the world.



International Food Science Certification Commission

About the International Food Science Certification Commission

The International Food Science Certification Commission (IFSCC) was created to oversee the governance and policymaking for IFT's credentialing activities. The IFSCC is committed to ensuring that credentialing activities strive to meet the international professional certification standards and are conducted in a fair and transparent manner. The IFSCC is a volunteer workgroup of IFT with autonomous decision-making authority for IFT's credentialing activities.

Endorsements

The CFS has been endorsed by the Australian Institute of Food Science & Technology (AIFST), Campden BRI and the Canadian Institute of Food Science & Technology (CIFST).

Certification Process at a Glance

In order to obtain the Certified Food Scientist credential, applicants must:

- Meet one of the eligibility pathways
- Complete the application, pay the fee and adhere to the Professional Code of Ethics
- Successfully pass the CFS examination
- Commit to career-long learning through professional development and recertification

Eligibility Requirements

Food professionals, regardless of career track, have a variety of educational backgrounds. Whether your degree is in food science, food engineering, chemistry or agricultural sciences, the chart below will help you determine if you qualify to take the CFS exam. If you don't see your educational degree listed in the chart below or have questions about your eligibility, please email ifsc@ift.org.

Degree (or global equivalent)	Required work*
Master's or Doctorate in food science or concentration	2
Master's or Doctorate in related science †	4
Bachelor in food science or food science concentration	3
Bachelor's in related science †	6

*Full-time work experience required

†See below for more detail

Related Sciences

May include but are not limited to agricultural sciences, physical and chemical sciences, life sciences (biology, nutrition, microbiology, medicine, culinary science) and engineering (chemical, food, biological, process).

Food Science Concentration

Degrees with a concentration in food science may include: food technology, food processing, food engineering or commodities (meat, poultry, dairy).

Full Time Work Experience

Full-time work experience is 1,750 hours per year and must be in the food science and technology sector. Post-doctoral work may count towards your work experience. Graduate assistantship work counts toward work experience at 50%. Undergraduate internships do not qualify for work experience.

Eligibility Petitions

If you do not meet the eligibility pathways noted above but feel your educational background and professional achievements qualify you to sit for the exam, you may petition the International Food Science Certification Commission to review your application. To submit a petition request, please follow these steps:

Complete the CFS Application

1. Prepare a memorandum that outlines your petition request and rationale for why your petition request should be approved
2. Email a copy of your résumé or CV and the signed memorandum to ifsc@ift.org

Fee schedule

CFS Application Fee: IFT Member: **\$550** | Non-Member: **\$750**

Exam Retest Fee: IFT Member: **\$200** | Non-Member: **\$300**

Renewal Fee*: IFT Member: **\$300** | Non-Member: **\$425**

Additional Payment Information

All fees are listed in U.S. dollars. We accept the following credit cards:

- American Express
- Visa
- MasterCard
- Discover

Wire transfers are not accepted.

These fees are non-refundable. In the event that your CFS application is declined, you will be refunded your application fee minus a \$150 non-refundable processing fee.

Pricing for members of CIFST and AIFST

Through a special arrangement, members of the Canadian Institute of Food Science & Technology (CIFST) and the Australian Institute of Food Science & Technology (AIFST) are eligible to apply for the CFS exam at the IFT member rate. To take advantage of this preferential pricing, please use the following contacts:

CIFST: <https://www.cifst.ca/resources/external-organizations/certified-food-scientist/>

AIFST: <https://www.aifst.asn.au/Membership-1>

Scheduling Your Exam

Once your application has been approved, you will automatically be enrolled in the CFS exam portal. To log in to the portal, go to **<https://www.pathlms.com/ift-learn-online>** and log in with your IFT credentials. Scroll down and you will see the CFS exam under “My Activity.” There is a user guide and orientation video that you can view with step-by-step instructions for how to schedule your exam and what you can expect on your exam day.

1. Click on CFS Exam
2. View User Guide
3. View Orientation Video
4. Accept Nondisclosure agreement
5. Click on Examity link to create your profile and schedule your exam

Cancelation and Rescheduling

You may cancel your scheduled test without penalty up to 24 hours before your appointment. You may make a new appointment – without incurring a fee – at the time you cancel or at some other time. If you fail to keep your appointment without canceling on time, you will be considered a no show. There are no exceptions for this cancelation policy.

Accommodations

The IFSCC complies with the U.S. Americans with Disabilities Act of 1990 and will make reasonable accommodations for candidates when needed. If you require special accommodations, please indicate so on your application. You will be asked to identify the disability that substantially limits your ability access, read or otherwise complete the computer-based examination as well as the special testing accommodation(s) requested. You will also be asked to provide the IFSCC with written documentation from a healthcare provider that supports the need for the special accommodation(s) you are requesting. This medical documentation must be provided within 7 business days of submitting your application.

Medical documentation should be emailed to **ifsc@ift.org**. We will not reimburse you for any costs associated with obtaining this documentation.

Preparing for the Exam

Test Specifications

Your test appointment will be for three hours. Time will not begin until after you have verified your identity and have verified your technical requirements, installed the necessary plug-in, and turned off your pop-up blocker.

The Certified Food Scientist examination is comprised of 120 questions. Of these, 100 questions count toward your score. The remaining, unscored questions are included in the test with a view to being used as scored questions in future examinations. You will not be penalized for guessing, so it is in your best interest to answer every question on the exam.

The questions cover knowledge in each of the domains in the examination content outline. For each domain, the content outline shows the proportion of all the questions that cover knowledge in that domain. The questions have been written by subject-matter experts trained in preparing multiple-choice questions. Each question has been assessed for content, level of difficulty, accuracy, and correctness.

Passing Score

As is common with many other tests around the world, the CFS exam uses a scaled scoring system. The scale is between 100 and 900, with the passing score being 650 or higher. The passing score was established by a group of global Subject Matter Experts (SMEs) representing a wide variety of backgrounds in food science and was conducted under the guidance, and validation of professional psychometricians (experts in the science of educational and psychological measurements).

Certified Food Scientist Examination Content Outline

The content outline reflects the general responsibilities performed by food scientists and the knowledge required to perform these responsibilities. It was prepared in the course of a systematic job-task analysis (practice analysis) and validated through a survey of a demographically representative cross-section of food scientists.

I. Product Development

34%

This area includes application of knowledge for development of new products or reformulations from concept to commercialization, utilizing knowledge of raw materials, quality, safety, processing and sensory.

I.A. Concept Development

4%

I.A.01. Provide technical perspective for development of product concepts.

I.A.02. Conduct technical feasibility assessment of product concepts.

I.B. Prototype Design and Testing

12%

I.B.01. Develop prototypes or protocepts that meet business and technical targets.

I.B.02. Formulate products by preparing laboratory samples and sourcing raw materials that meet business and technical targets.

I.B.03. Create product formulations which deliver desired sensory qualities.

I.B.04. Determine ingredients which deliver desired functional properties.

I.B.05. Perform benchtop review of product samples to compare to control products.

I.B.06. Develop products with characteristics suitable for specific consumer needs.

I.C. Product Optimization

12%

- I.C.01. Create product formulations that withstand food processing and distribution.
- I.C.02. Conduct scale up trial activities from benchtop to pilot plant and commercialization of products to match intended design.
- I.C.03. Develop formulations to meet cost targets, ingredient statement, nutrition profile and sensory attributes of desired product.
- I.C.04. Evaluate opportunities to improve shelf life of products or ingredients.
- I.C.05. Recommend suitable ingredient substitutions.
- I.C.06. Determine impact of manufacturing, distribution and storage on product performance.
- I.C.07. Select optimal packaging system and materials that align packaging requirements with product quality attributes, product compatibility, line processing, sustainability and costs.

I.D. Implementation and Commercialization

6%

- I.D.01. Identify process parameters and associated performance indicators.
- I.D.02. Provide technical input to help resolve problems in manufacturing.
- I.D.03. Establish specifications for raw materials, ingredients and finished product.

II. Quality Assurance & Control

17%

This area includes application of knowledge to develop and maintain quality assurance and quality control systems, methods and practices that ensure food products meet requirements.

- II.01. Develop quality systems programs.
- II.02. Develop approved supplier programs.
- II.03. Develop programs to ensure compliance with product, process or ingredient specifications.
- II.04. Verify compliance with product, process or ingredient specifications.
- II.05. Develop testing procedures for ingredients, finished product, and in-process tests.
- II.06. Develop sampling methods and plans.
- II.07. Conduct sampling and testing of products and ingredients.
- II.08. Develop recordkeeping systems for food safety and quality.
- II.09. Maintain records for food safety and quality.
- II.10. Monitor compliance to quality systems programs.
- II.11. Conduct root cause analysis to resolve quality issues.
- II.12. Develop product recall programs.
- II.13. Develop product or ingredient traceability systems.
- II.14. Conduct ongoing sensory testing to verify product quality and consistency.
- II.15. Develop master sanitation program (SSOP).

III. Food Chemistry and Food Analysis

10%

This area includes application of knowledge related to analyzing and interpreting chemical components, structural and functional properties of molecules, and chemical processes and transformations they undergo during postharvest handling, processing, and storage.

- III.01. Interpret assays of chemical composition of products or ingredients to determine implications on product design.
- III.02. Interpret assays to identify chemical residues or contaminants in products or ingredients.
- III.03. Interpret analysis of products and ingredients for nutrient content.

- III.04. Control chemical changes in products and ingredients that affect quality, stability and performance.
- III.05. Control physical changes in products and ingredients that affect quality, stability and performance.
- III.06. Evaluate physical and chemical properties of ingredients that affect functionality.
- III.07. Evaluate products or ingredients for chemical residues or other contaminants.

IV. Regulatory

10%

This area includes application of knowledge that enables the food scientist to develop or maintain foods in compliance with national and international regulations.

- IV.01. Evaluate products, process and ingredients for legal standards and identity claims.
- IV.02. Comply with regulatory requirements for food composition.
- IV.03. Comply with required regulatory testing of food.
- IV.04. Determine label specifications according to regulations for nutrition, product naming, and claims.
- IV.05. Comply with regulatory requirements for food allergens.
- IV.06. Determine implications of standards and regulations for products and ingredients.

V. Food Microbiology

9%

This area includes application of knowledge related to the impact of microflora on food systems. This includes assessing microbial risk from raw materials through to the finished product, and determining methods and technology to control the risk. It also includes an understanding of beneficial effects of microbial organisms in preservation and health.

- V.01. Establish microbiological sampling plans.
- V.02. Interpret microbiological test results.
- V.03. Establish microbiological specifications.
- V.04. Determine food preservation technologies to address microflora in products or ingredients.
- V.05. Assess microbiological risks from raw ingredients to finished product.
- V.06. Perform validation studies to determine the level of reduction of microbial load.
- V.07. Recommend appropriate microorganism(s) to deliver desired fermented product attributes.
- V.08. Identify optimal growth conditions for desirable microorganisms.
- V.09. Specify environmental monitoring programs for food processing and packaging.

VI. Food Safety

9%

This area includes development and application of programs to minimize the risk of chemical, physical and microbiological contamination of food products, and providing adequate documentation of the programs. VI.01. Design effective food safety plans (HACCP).

- VI.02. Validate food safety plans.
- VI.03. Verify ingredients and raw materials are safe for food use.
- VI.04. Identify hazards and risks in food or food components.
- VI.05. Develop program to reduce risk of allergens and food components to which some people are sensitive.

VI.06. Design effective prerequisite food safety programs, e.g., traceability, GMPs, SSOPs, SOPs, training.

VI.07. Evaluate food safety risk of emergency deviations from standard conditions.

VII. Food Engineering

6%

This area includes application of knowledge of engineering principles of physical and chemical conversions to produce finished food products from raw materials and ingredients. It also includes use of modeling and pilot scale equipment to develop, validate and improve food processes.

VII.01. Recommend process configuration for production of products or ingredients.

VII.02. Specify process controls in processing of products or ingredients.

VII.03. Calculate yields, efficiencies and material variances in food production processes.

VII.04. Conduct pilot plant trials and product start-ups.

VII.05. Determine requirements for material handling and process integration.

VIII. Sensory Evaluation & Consumer Testing

5%

This area includes application of knowledge of principles and methods of sensory and consumer testing. It also includes statistical analysis and interpretation to ensure food products or ingredients meet specifications and consumer preferences.

VIII.01. Identify sensory attributes that affect product acceptance of target product.

VIII.02. Identify test protocols for sensory and consumer testing.

VIII.03. Perform sensory and consumer tests.

VIII.04. Interpret sensory and consumer test results to guide product development.

Resource List

The following resource list will help you prepare for the exam. Since the discipline of food science is broad and your scientific background and work experience may vary from other candidates, this list is meant to be a study resource for you but is by no means a prerequisite for taking the exam. We encourage you to determine which resources will best support your exam preparation needs. Many of these may be available at your local public or university library, as well as through online booksellers (many of which, including Google Books, Amazon, and Barnes and Noble, offer free previews). You may also find some other resources not included on this list, but covering the content domains, to be helpful in your preparation.

General

Potter, Norman N. and Joseph H. Hotchkiss. Food Science, 5th ed. Springer, 1999.

Food Chemistry & Food Analysis

Nielsen, S. Suzanne, ed. Food Analysis, 4th ed. Springer, 2010.

Christen, Genevieve L. and J. Scott Smith, eds. Food Chemistry: Principles and Applications. Science Technology System, 2000.

Food Engineering

Singh, R. Paul and Dennis R. Heldman. Introduction to Food Engineering, 4th ed. Academic Press, 2008.

Food Microbiology

Jay, James M., Martin J. Loessner, and David A. Golden. Modern Food Microbiology, 7th ed. Springer, 2005.

Food Safety

Marriott, Norman G. and Robert B. Gravani. Principles of Food Sanitation, 5th ed. Springer, 2010. Wallace, Carol, William Sperber, and Sara E. Mortimore. Food Safety for the 21st Century: Managing HACCP and Food Safety throughout the Global Supply Chain. Wiley-Blackwell, 2010.

Food Safety and Regulatory

FDA website: <http://www.fda.gov/Food/default.htm>

Product Development/Food Engineering

Morris, Scott A. Food and Package Engineering. Wiley-Blackwell, 2011.

Product Development

Fellows, P.J. Food Processing Technology: Principles and Practice, 3rd ed. CRC Press, 2009.

Fuller, Gordon W. Food Product Development: From Concept to the Marketplace, 3rd ed. CRC Press, 2011.

Singh, R. Paul and Ferruh Erdogdu. Virtual Experiments in Food Processing. RAR Press, 2004.

Regulatory

Shelton, Deborah M. and Ralph Hall. Compilation of FDCA-Related Food and Drug Laws, 2010. The Food and Drug Law Institute, 2010.

Understanding the Codex Alimentarius. World Health Organization, Food and Agriculture Organization of the United Nations, 2005.

Sensory

Meilgaard, Morten C., B. Thomas Carr, and Gail Vance Civille. Sensory Evaluation Techniques, 4th ed. CRC Press, 2006.

Sample Questions

The following two sample questions test knowledge of “Product Development” and specifically, “Concept Development.”

1. You are developing a new gluten-free pasta/macaroni product. Which ingredient would be suitable for use in your product?

- a. rye flour
- b. rice flour
- c. semolina flour
- d. whole wheat flour

The correct answer is b.

2. Your business team conducted an ideation focused on indulgent cream soups. From these ideas several concepts were created and you’ve been asked to conduct a technical feasibility assessment for these concepts. A technical feasibility assessment is the process of proving that the concept is technically possible. Which task below would occur later in the product development cycle?

- a. regulatory review
- b. packaging system and materials
- c. completed product specifications
- d. prototype formula cost estimates

The correct answer is c.

The following sample question tests knowledge of “Quality Assurance and Control.”

3. A fermented beverage is enhanced with a natural fruit flavoring added post-fermentation, which increases turbidity. Turbidity could interfere with assessment of several quality attributes. Which of the following sample preparation techniques would likely NOT assist in an accurate analysis of the product?

- a. filtration
- b. acidification
- c. centrifugation
- d. solid phase extraction

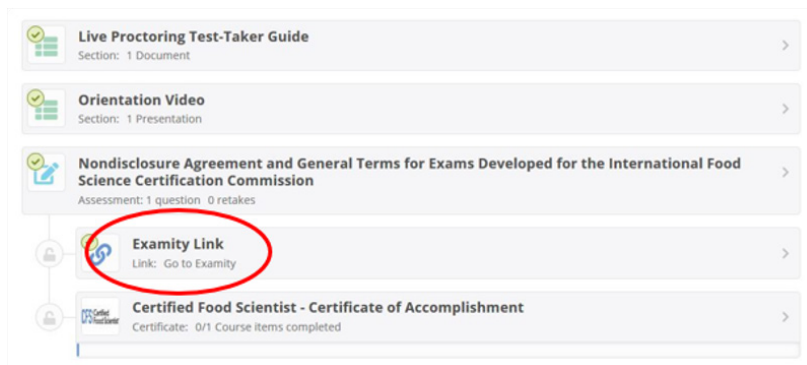
The correct answer is b.

Taking the Exam

Technical Requirements

Before your exam, please confirm you meet Examity's technical requirements

- **Browser:**
 - Mozilla Firefox or Google Chrome
 - Pop-up blocker should be disabled
- **Equipment:**
 - Desktop or laptop computer (tablets and Chromebooks are not supported)
 - Built-in or external webcam
 - Built-in or external microphone
 - Built-in or external speakers
- **Internet: An upload and download speed of 2Mbps**
 1. Log into IFT online education portal at <https://www.pathlms.com/ift-learn-online/> at least 15 minutes prior to your exam time
 2. Scroll down to open the CFS Exam under My Activity
 3. Click on the Examity link to enter the Examity Dashboard
 4. Please have your ID ready to show before you start your exam
 5. Please check your system readiness here



The name that appears in your form of identification must match the name under which you are registered to take the test. This is the legal name that you provided on your CFS application. Please do not register under a nickname. If you have done so, you must contact IFSCC well before your testing appointment to change the name on your record.

The following forms of ID are acceptable:

- Government-issued driver's license
- State/national identification card
- Passport*
- Military ID*
- Alien registration card (green card, permanent resident visa)

* Your ID must contain a photo and signature unless the signature is embedded in the identification. When this occurs, the candidate must present another form of signature identification from the primary or secondary list.

In Your Testing Area

You should be in a room by yourself. The desk you use should be free of everything except a calculator and a beverage. There should be no notes posted on walls or whiteboards in the room. No textbooks or resources may be consulted during the exam.

Comments, Complaints, and Appeals

If you have comments about any question in the exam, you may email IFSCC at **ifsc@ift.org**.

The IFSCC Exam Committee will review comments and may choose to eliminate a flawed item from scoring. If you have concerns or complaints about your testing experience, please inform the IFSCC by e-mailing **ifsc@ift.org**.

You have the right to appeal adverse decisions made on behalf of the IFSCC. The IFSCC Appeals Panel will consider all appeals. Its decision will be final.

Refunds

Application and retesting fees are non-refundable. In the event that your CFS application is declined, you will be refunded your application fee minus a \$150 non-refundable processing fee.

After the Examination

At the end of the exam, you will immediately receive your test score.

Score Reporting

If you pass the exam, you will receive communication to that effect along with a temporary CFS certificate that you can print immediately. IFT will send you an official certificate within 45 days of your exam date.

Retaking the Examination

If you do not pass the examination, you may retake it upon payment of the retesting fee. To request a re-test submit an email to **ifsc@ift.org** for instructions or assistance.

No Shows

Please appear at your exam at the scheduled time or cancel with at least 24 hours' notice. Unless you provide us with at least 24 hours' notice of cancelation, if you miss your exam appointment, you will be considered a "no show". Likewise, if you arrive late and are not admitted, if you fail to present adequate identification, or if you refuse the nondisclosure agreement, you will not be allowed to take the test and will be considered a "no show". You will be allowed to schedule a new test appointment upon payment of the retest fee.

Professional Code of Ethics

As part of supporting and growing the food science profession, the International Food Science Certification Commission certifies food scientists who have met the established professional knowledge standards. This Code of Professional Ethics applies to all certificants and candidates and establishes professional conduct standards and minimal ethical behavior requirements. Certificants and candidates shall:

- Perform your duties with objectivity, due diligence, and professional care
- Strive for continuous learning and comply with recertification requirements
- Be truthful, accurate, and complete with all information provided as part of the certification and recertification process
- Maintain confidentiality and security of certification examination information and materials
- Cooperate with International Food Science Certification Commission concerning ethics inquiries
- Report personal conduct that may violate this Code of Ethics to the International Food Science Certification Commission in a timely manner
- Use credentials properly
- Comply with applicable laws, policies, ethical, and professional standards related to the global food system
- Provide truthful and accurate information about your professional experiences and competency
- Maintain confidentiality when necessary and appropriate unless disclosure is required by legal authority or failure to release such information would likely result in death or serious physical harm to employees and/or the public
- Avoid and disclose any actual or perceived conflict of interest or any appearance of impropriety to ensure that it does not compromise your interests or the interests of an employer, employee, or the public
- Avoid engaging in any examination preparation-related activity or any other activity which creates a conflict of interest or the appearance of conflict of interest with the examination for a period of three (3) years after taking the examination
- Avoid offering or accepting payments, gifts, or other forms of compensation or benefits intended to influence professional decisions

Disciplinary Procedures

Individuals may file a complaint against a CFS who they feel has violated the Certified Food Scientist Code of Professional Ethics. The written complaint must include the stated complaint, relevant supporting materials, and the complainant's contact information. Anonymous complaints shall not be considered.

Complaints will be addressed based on the IFSCC's established policies & procedures. Complaints should be submitted in writing to **ifsc@ift.org**.

If the Certification Commission determines that grounds exist to take disciplinary action against a candidate or a certificant, the extent of such sanction shall be commensurate with the nature, severity, and intent of the violation.

Maintaining Your Certification

The field of food science is constantly evolving. Certified Food Scientists should broaden and deepen their understanding of the field through professional development activities. A recertification cycle occurs 5 years from the date of certification. There is an expectation that certificants will complete 75 contact hours (CH) over 5 years. Each contact hour equals one hour of instruction. See the Fee Schedule section for recertification maintenance fees.

Certificants should provide the IFSCC with the following information for each CH activity:

- Proof of attendance (i.e. certificate of completion, attendee list, letter from instructor)
- Proof of contact hours (i.e. short course program/agenda)
- Description of the activity
- Activity sponsoring organization and contact information
- Date activity was completed
- An indication of the content domain(s) the activity supports

The IFSCC reserves the right to conduct random and triggered audits of recertification documents and will disallow recertification when instances of fraud are discovered.

According to the IFSCC, professional development is an activity:

- Where the certificant is the learner or is preparing materials for formal instruction or presentation
- That is related to food science or technology and addresses domains within the certification examination content outline
- That leads to attainment of new knowledge and/or skills, or the enrichment of current knowledge and skills
- Where the certificant holds responsibility for determining that the professional development activity is appropriate, relevant, and meaningful to his/her growth in the field of food science
- For which the certificant's attendance can be documented by a third party such as an employer, educational institution, or sponsoring organization.

Prior approval of activities by the IFSCC is not required. Certificants are encouraged to explore sub-disciplines of food science that are outside of the certificants' primary food science expertise. An approved-provider program may be developed in the future.

An alternative to professional development activities is taking the certification exam again within 5 years of the initial certification. An additional fee will apply in such circumstances.

Accepted Recertification Activities

Activities will generally be acceptable if you determine that they contribute to your professional development and will lead to acquiring and enhancing food science skills and knowledge. Following is a guide that details different recertification activities and the number of CH that may be attributed to these activities during a given 5-year recertification cycle.

Activity Type	Maximum CH Per Day/Notes	Maximum CH Per 5 Year Cycle
Employer in-house activities such as short courses or technical workshops	Maximum of 8 CH per day	Maximum of 16 CH per 5 years
Formal training sessions sponsored by manufacturers of equipment or ingredients, or food science-related service providers	Maximum of 8 CH per day	Maximum of 16 CH per 5 years
Continuing education activities such as seminars and conferences, including poster sessions, offered by professional associations, university scientific symposia, and formal online, non-credit courses offered through a university (i.e. sensory evaluation, food law, HACCP)	Maximum of 8 CH per day	No max
Serving as speaker in symposia and technical sessions at regional, national or international scientific conferences	2 CH per symposia that is instructed	Maximum of 10 CH per 5 years
Research activities as a sole/co-investigator leading to peer-reviewed outcomes such as publications and presentations	20 CH per study for sole investigator, 10 CH per study for co- investigator	Maximum of 20 CH per 5 years
Teaching courses or workshops	2 CH per course/workshop instructed	Maximum 10 CH per 5 years
Authoring books, chapters, or articles	Maximum 10 CH per article, chapter or book	Maximum of 20 CH per 5 years
Self-directed study	Maximum of 8 CH per day	Maximum of 16 CH per 5 years
Formal college or university course work at any level (undergraduate, graduate, or doctoral) offered by regionally/globally accredited programs in food science or technology, or closely related fields (nutrition, culinary arts, may be taken by distance education. Official transcripts are required for all college/university coursework.	15 CH per earned semester credit 14 CH per earned trimester credit 10 CH per earned quarter credit	Maximum of 25 CH per 5 years

Questions about qualifying recertification activities should be directed to ifsc@ift.org.

Recertification Activities Generally Not Accepted

Examples of activities that generally will not be accepted as CH:

- Attending committee or board meetings, serving on leadership committees, volunteer activities, etc.
- Association membership and leadership activities, including those of IFT
- Business meetings
- Expositions at conferences
- Supervision of subordinates, including interns
- Curriculum development

Using the Credential

IFT, as a matter of policy, intends to continually enhance its certification programs as well as promote credential holders to the public. Allowing CFS credential holders to utilize the logo and designation according to these Credential Usage Guidelines will provide credential holders with an additional benefit to their certification and will promote recognition of the CFS certification within the food science profession and the food industry.

Who May Use the CFS Credential

Candidates who successfully complete the examination requirements prescribed by the International Food Science Certification Commission or who are approved through the limited-time One Time Alternative Assessment program are awarded the CFS credential. Only credential holders in good standing may use the CFS designation and/or logo.

How the Credential May Be Used

A CFS in good standing is entitled to:

- Use the initials CFS after his or her name
- Use the CFS title and logo in correspondence, letterhead, proposals, resumes, business cards, and other communications with the public as long as the reference is tied to the certificant and not used in relation to an organization or company
- Display the formal certificate issued by the International Food Science Certification Commission

Please note that CFS certification is attributed to the individual only, not to his or her employer. The CFS logo or designation may not be used to imply that a firm or product is certified or endorsed by the IFSCC or by IFT.

It is recommended that when the “CFS” designation is used following the credential holder’s name, such as on a business card, “CFS” should appear following the highest earned degree (such as MS) and any licensures or state designations, but preceding any awards, honors, or other recognitions. For example:

Jane Smith, Ph.D., CFS

Expiration

If you do not maintain your CFS certification and your certification expires or is terminated, you must immediately discontinue the use of the credential name and CFS logo. The CFS designation, logo, and any reference to certification must be removed from any and all materials within 30 days of expiration.

Graphic Standards

These Graphic Standards provide a snapshot of the core standards for the CFS credential.

CFS Credential Logo Usage

There are three approved configurations of the CFS credential logo. Each must always be treated as a single entity, should not be altered in any way, and should not be recreated.

Please note that in proposals, letters, business cards, bylines, and other circumstances when space does not permit the use of the CFS logo, individuals who have earned the CFS certification should use the initials “CFS” following their name (e.g., Jason R. Thomas, CFS).

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Size

The approved versions of the CFS logos should not appear smaller than 0.75 inches wide.



R: 85 G: 138 B: 200
C: 68 M: 39 Y: 0 K: 0
Hex: #558ac8
Pantone: 2718



R: 0 G: 0 B: 0
C: 0 M: 0 Y: 0 K: 100
Hex: #000000
Pantone: Black

The logo may appear in two colors. Approved color applications include all black, PMS 2718 and Black, or all white reversed out of a dark background.

Do not place the logo within a box.

Logo Misuse

Use only the approved versions of the credential logo. Do not re-typeset or alter the logo colors.

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~~**CFS**~~

The CFS logo is the property of IFT and has copyright protection through the U.S. Patent and Trademark Office. Any infringement of the instructions contained herein regarding the use of the logo, print specifications, size, etc., may result in legal action and/or suspension of the CFS certification.

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Contact Information

If you have any questions about the CFS exam, applications
or material in this candidate handbook,
please call **+1.312.782.8424** or e-mail **ifsc@ift.org**.

