

## How to become a ServSafe International Exam Proctor

From the [www.ServSafeInternational.com](http://www.ServSafeInternational.com) homepage, click on the Language drop down menu and choose the language in which to view the website. The website is currently available in English, Spanish German and French.



The screenshot shows the ServSafe International website homepage. At the top left is the ServSafe International logo. At the top right is the text "ServSafe International™". Below the logo and text is a navigation bar with links for "Home", "Contact", "Help", and "Login".

On the left side, there are three main menu sections:

- Students**
  - Purchase Products
  - Product Order Status
  - Take Online Course
  - Take Online Exam
  - View Exam Scores
  - Print Certificate
- Instructors / Exam Proctors**
  - Purchase Products
  - Product Order Status
  - Schedule Online Exam
  - Order/Print Exam
  - View Exam Scores
  - Monitor Online Exams
- Other Resource Links**
  - Certificate Lookup
  - Manage Online Courses
  - Help
  - Become an Instructor / Exam Proctor
  - Foms
  - Regulatory Information

In the center of the page, there is a language selection dropdown menu. The label is "Language/Idioma/Sprache :". The dropdown menu is open, showing the following options:

- English/Inglés/Englisch (selected)
- Select a language/Seleccione un idioma/Eine Sprache wählen
- Spanish/Español/Espanisch
- German/Alemán/Deutsch

Below the dropdown menu, there is a note: "Note: Products on this website are for users located in the United States. Please visit [www.servsafe.com](#) for more information." Below the note is a welcome message: "Welcome to the ServSafe International Program, where you can find high-quality training options for every member of your staff. From classroom to online, and in a variety of languages, ServSafe is the best food safety training and exam solution available." Below the welcome message are three images: a chef in a kitchen, hands being washed in a sink, and a group of people in a classroom setting. To the right of the images, there are two links: "Please click [here](#) to login" and "New User? [Register Here](#)".

Click on **“Become an Instructor/Exam Proctor”** under the **“Other Resource Links”** section in the gray box at the bottom on the left hand side of the screen.

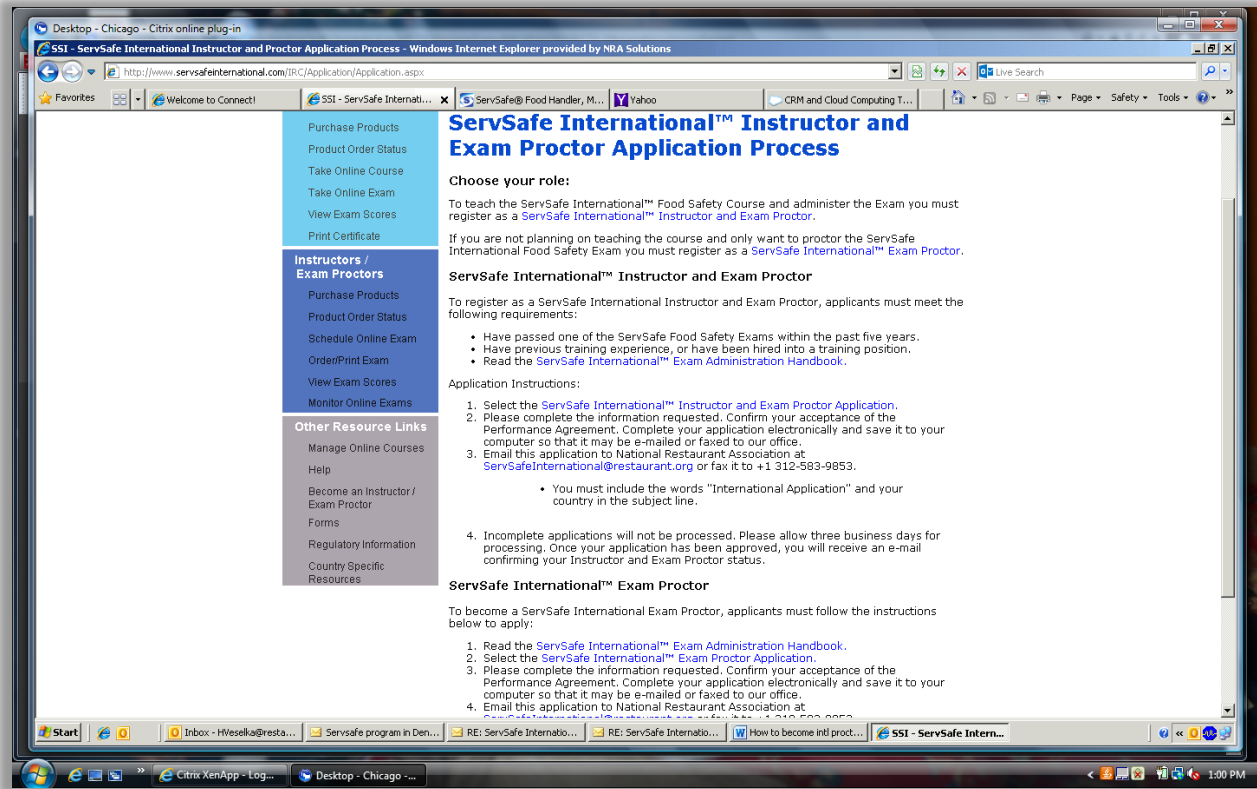
The screenshot shows the ServSafe International website. At the top left is the ServSafe International logo. At the top right is the text "ServSafe International™". Below the logo is a navigation bar with links for "Home", "Contact", "Help", and "Login".

On the left side, there are three vertical menu sections:

- Students** (light blue background):
  - Purchase Products
  - Product Order Status
  - Take Online Course
  - Take Online Exam
  - View Exam Scores
  - Print Certificate
- Instructors / Exam Proctors** (dark blue background):
  - Purchase Products
  - Product Order Status
  - Schedule Online Exam
  - Order/Print Exam
  - View Exam Scores
  - Monitor Online Exams
- Other Resource Links** (gray background):
  - Certificate Lookup
  - Manage Online Courses
  - Help
  - Become an Instructor / Exam Proctor** (highlighted with a mouse cursor)
  - Foms
  - Regulatory Information

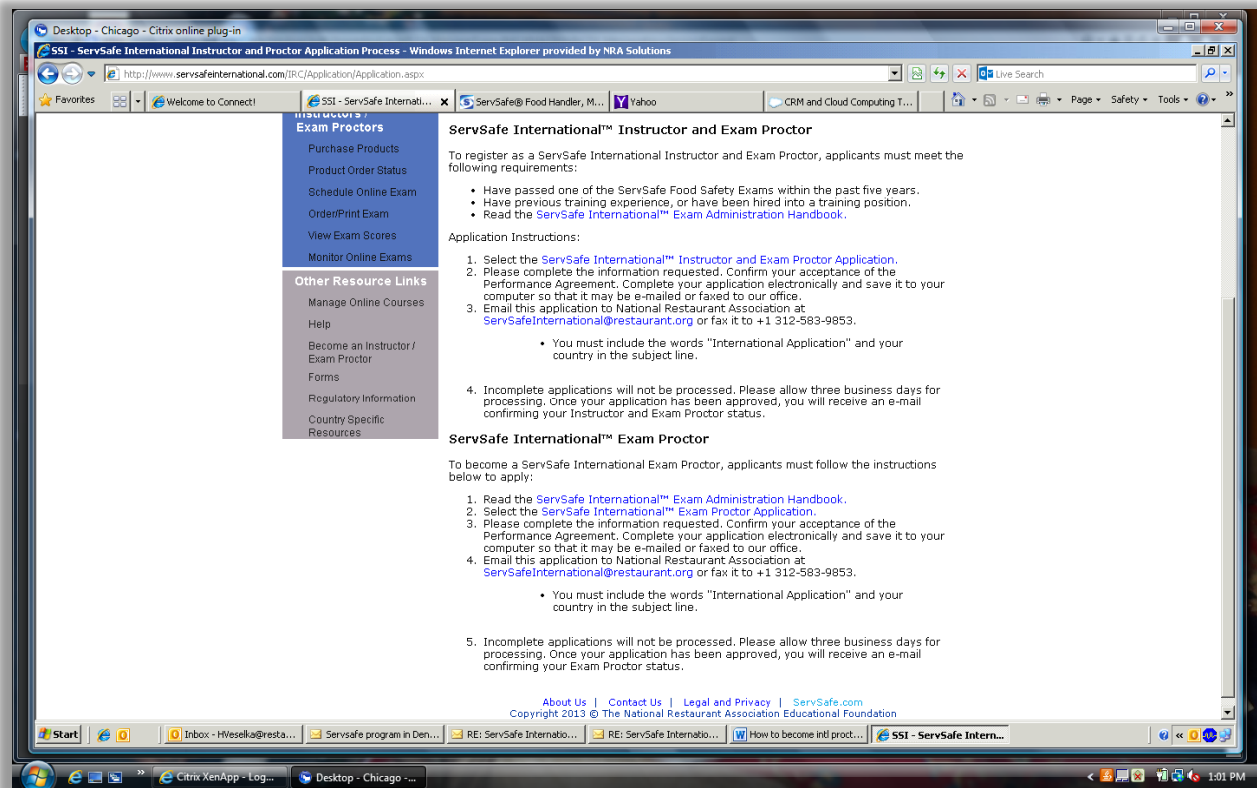
The main content area on the right features a language selection dropdown menu set to "English/Inglés/Englisch". Below this is a **Note** stating that products are for international use only and do not meet U.S. requirements, with a link to [www.ServSafe.com](http://www.ServSafe.com). A welcome message follows, describing the program as a high-quality training solution. Below the text are three images: a chef using a handheld device, hands being washed in a sink, and a man presenting to a group of people. To the right of the images are links for "Please click here to login" and "New User? Register Here".

Scroll down the page to the “ServSafe International Exam Proctor” section.

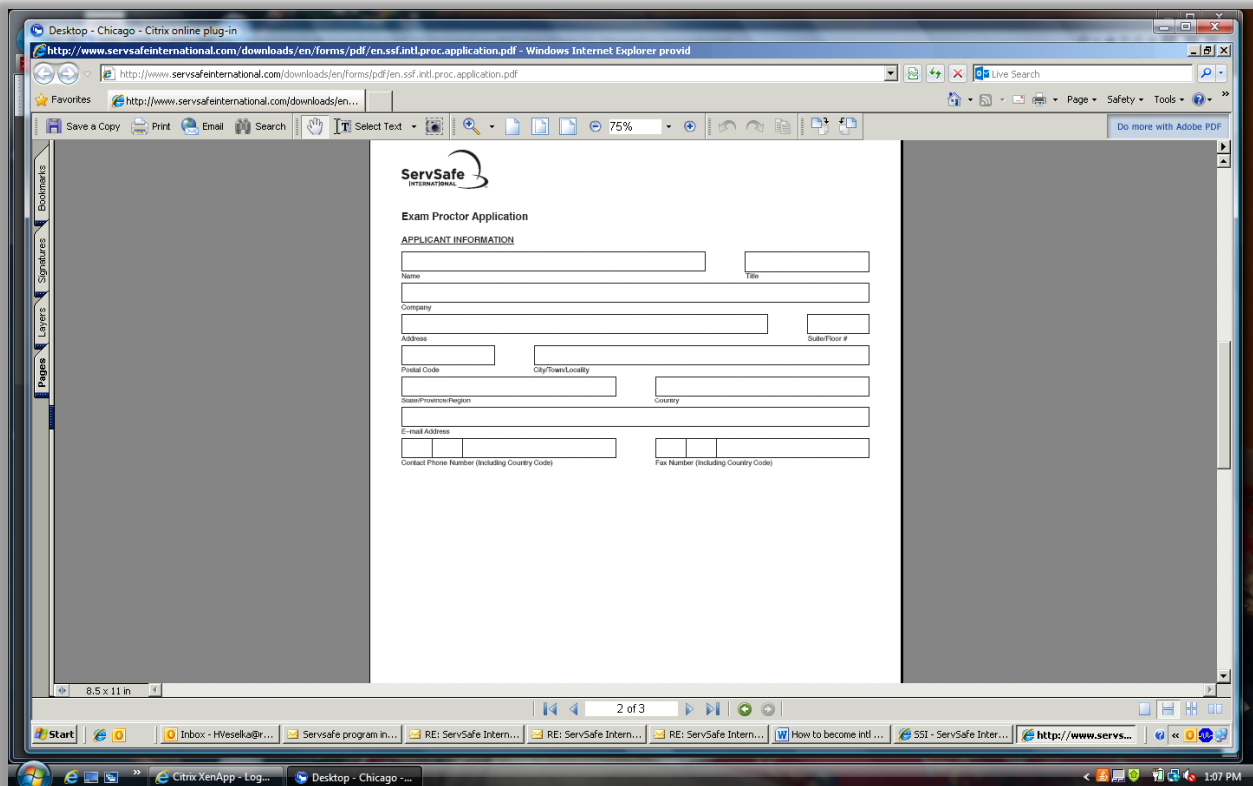
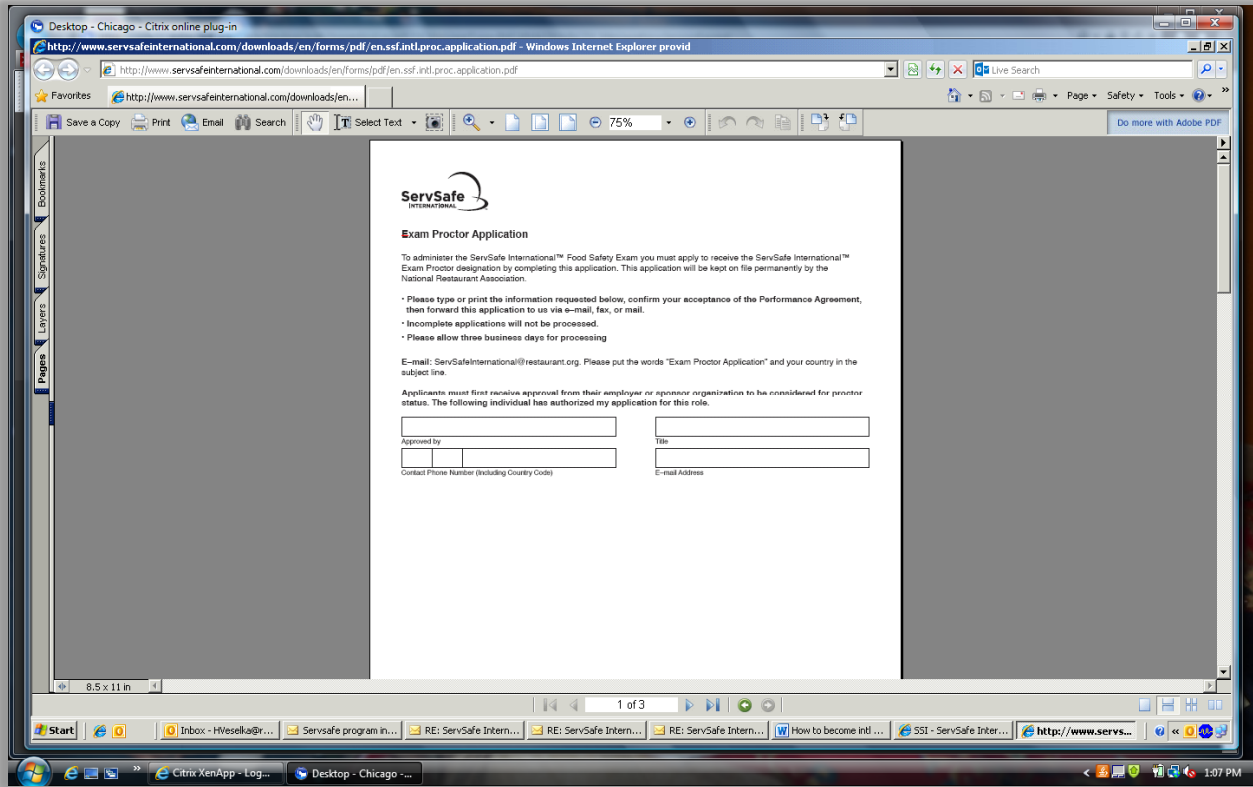


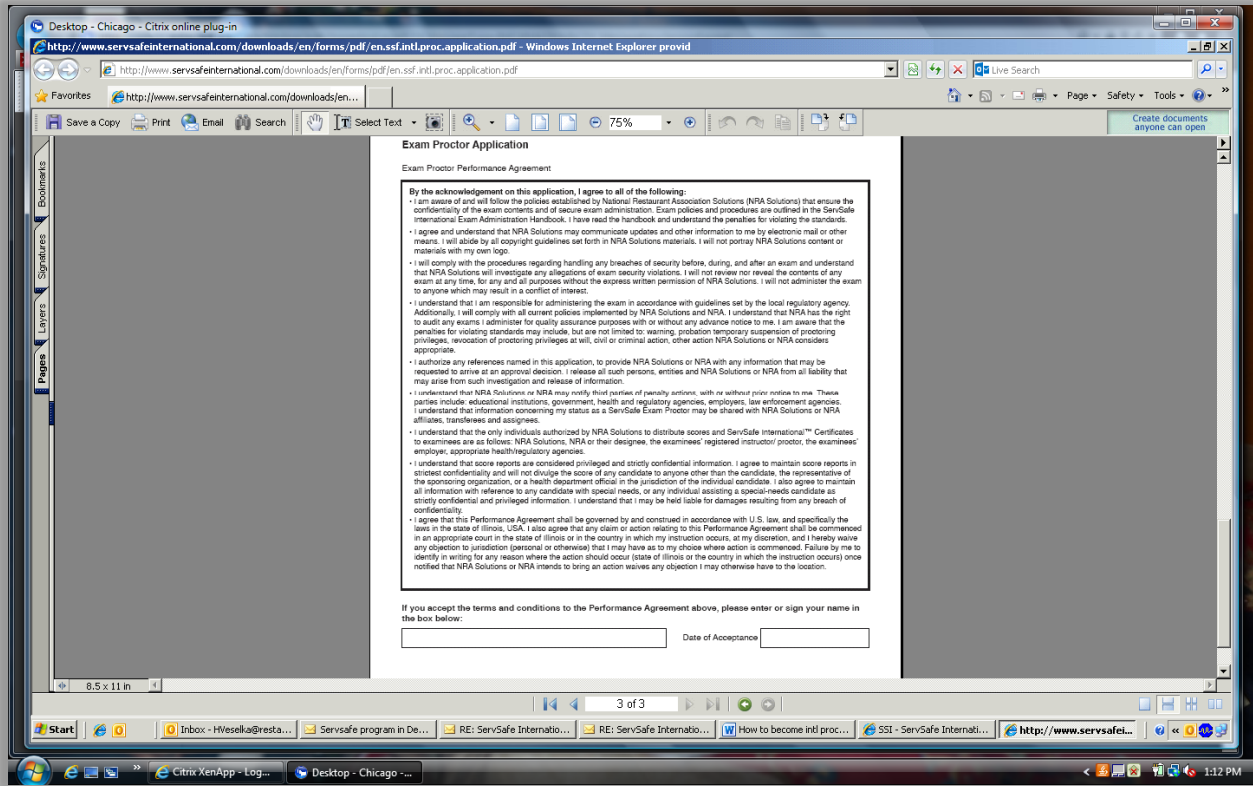
The steps to become a ServSafe International Exam Proctor include:

- Reading the ServSafe International Exam Administration Handbook
- Completing the Examination Proctor Application
- Submitting the Application to the NRA Solutions Service Center for processing at [ServSafeInternational@restaurant.org](mailto:ServSafeInternational@restaurant.org)



Please note: the ServSafe International Exam Proctor Application is available in English, Spanish, German and French.





The applicant will receive an email response from the National Restaurant Association Service Center letting them know that their application has been processed. This will typically take within 2-3 business days and the applicant may begin to schedule exams immediately.