

7 STEPS *to the* PROSTART CERTIFICATE OF ACHIEVEMENT

www.prla.org/prostart

PENNSYLVANIA
ProStart
National Restaurant Association
Educational Foundation

@PAProStart



1

REGISTER WITH THE NRAEF

Set up your student profile at:
www.chooserestaurants.org

2

PASS 2 NATIONAL EXAMS

Take and pass ProStart Level 1 and Level 2 Final Exams. Once you have passed the first exam, you will have 3 years from the exam date to complete all COA requirements.

3

GAIN INDUSTRY EXPERIENCE

Student will track and complete 400 hours of mentored industry experience and master at least 52 of the 75 work competencies (must be approved & documented by employer).

4

DOCUMENT YOUR WORK

Student should keep documentation of work hours and competencies for their instructor to review, as well as enter into their online profile.

5

INSTRUCTOR REVIEW

Instructor will review student documentation and approve application before sending to PA ProStart coordinator (Hope Sterner) for final review.

6

PA PROSTART COORDINATOR REVIEW

PA ProStart coordinator will review documentation and approve applications that meet national criteria.

7

CONGRATS ON EARNING YOUR COA!

After your application has been approved, you may access an E-Certificate through the student login at www.chooserestaurants.com. A hard copy of the COA is also mailed to the address on file.



Download all the
necessary documentation
materials at:
bit.ly/prostartCOA

WHY EARN *the* PROSTART CERTIFICATE OF ACHIEVEMENT?



access to **SCHOLARSHIPS**

ProStart students and COA-earners are eligible for a variety of exclusive scholarships at the state & national level. Explore opportunities at prla.org/scholarship and chooseresaurants.org/scholarships



industry-recognized **CERTIFICATE**

Earning this industry-backed credential will show employers that you're serious about a culinary career. Plus, you'll have established connections with chefs and food-service professionals here in Pennsylvania.



earn post-secondary **COURSE CREDIT**

More than 46 of the country's leading hospitality & culinary arts institutions offer course credits to students who have earned the ProStart COA. View the National Collegiate ProStart Passport to learn more about these benefits.

COA TIPS

- Check out the National Collegiate ProStart Passport for a full listing of post-secondary schools that offer benefits to COA-earners.
- Tell people you're ProStart! Note that you are a ProStart student who is earning or has earned a COA on all of your applications, resumes, essays and other documents.
- When you earn your COA, be sure to make copies of it to enclose with school applications and other records. Your COA has a unique number so it can be verified.
- Apply for any scholarships available to COA students from your schools of choice, the PRLAEF, and NRAEF. Just because you have a COA and a school offers special COA scholarships doesn't mean you'll automatically receive one. You have to apply – and that means completing all required paperwork, correctly, by the deadline.

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