

# Certified Master Chef®

CANDIDATE HANDBOOK

SEGMENT 1



American Culinary Federation  
The Standard of Excellence for Chefs

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## Certification Overview and General Policies

### Why become an ACF Certified Master Chef® (CMC®)?

Certification encourages the elevation of a culinary career path and/or position and the CMC represents the pinnacle of the certification process

### Mission Statement

The Certified Master Chef® (CMC®) certification is designed to identify those chefs and inform the public of individuals who have demonstrated mastery of culinary competence and expertise through education, experience, knowledge, and skills consistent with the master chef level.

### CMC® Purpose

ACF awards the title of Certified Master Chef® and its acronym (CMC®) to individuals meeting the educational, experience, and testing requirements for the certification. Only those chefs who have met all of the certification requirements are entitled to use the CMC® credential.

After initial certification, ACF provides recertification to those individuals who document enhanced professional development in compliance with continuing education hour (CEH) requirements.

### Certification Body

The ACF Certification Commission guides and strengthens the certification program through a rigorous accreditation process. This process is ongoing and adds value and credibility to all ACF certifications.

### Certification Commission Mission Statement

The American Culinary Federation Certification Commission, being an autonomous entity within the ACF, is committed to developing, implementing, and monitoring a validated process of globally recognized certifications based on skills, knowledge, integrity, and equality through an achievable process for all culinary professionals.

### Non-Discrimination Policy

The Certification Commission does not discriminate among applicants or certificants on any basis that would violate any applicable laws, including race, color, religion, creed, age, gender, national origin, or ancestry.

If you have questions or concerns about certification, please contact the Certification Department at the ACF National at [800-624-9458](tel:800-624-9458).

### ADA Compliance

The ACF Certification Commission provides reasonable accommodations in accordance with the Americans with Disability Act (ADA) for individuals with documented disabilities who demonstrate a need for accommodation. In accordance with the Americans with Disabilities Act, ACF does not discriminate against individuals with disabilities in providing access to its examination program. The complete ADA policy can be found in the Certification Commission Policies and Procedures document on the ACF Website or can be requested from the ACF National Office.

All requests for accommodations must be submitted by the applicant by completing the [Request for Special Accommodation Form](#). All requests for accommodations should be directed to the ACF National Office, attention to the Certification Department.

### Code of Ethics

The ACF Certification Code of Ethics provides guidance to professional cooks and chefs in their professional practice and conduct. The actions, behaviors, and attitudes of our members and certificants are consistent with the ACF commitment to hospitality, foodservice, and public service. Every individual who is a full member and/or certified by the American Culinary Federation shall abide by this certification code of ethics. Any action that violates the purpose and principles outlined by the certification code of ethics shall be considered unethical.

Ethics enforcement procedures are intended to permit a fair review of alleged violations of the ACF Certification Code of Professional Ethics or other egregious conduct in a manner that protects the rights of the individuals while promoting understanding and ethical behavior. A complete Certification Code of Ethics can be found on the ACF website or can be requested from the ACF National Office, attention to the Certification Department.

## The Certification Process

### Step 1: Determine Eligibility and Gather Evidence

Eligibility is based on a chef's work experience and educational background.

- **Documentation of Culinary Knowledge and Work Experience**

A candidate should show a minimum of obtaining the Certified Executive Chef® (CEC®) level of certification and be currently employed in a food service operation with supervisory responsibilities. CCE® with special permission.

- **Documentation of Education and Continuing Education Hours (CEH)**

A candidate must provide evidence of:

- 30 hours of education on wine and wine service
- 30 hours of human resources management\*
- 30 hours of advanced sanitation\*

*\*Holding a Certified Culinary Administrator (CCA) meets these requirements.*

These hours may be earned through educational institutions, affiliated organizations or ACF-approved education providers. A certification from an approved source may be accepted as an equivalent (Appendix 1). 30 hours of cost management must be completed if CEC® was earned prior to January 1, 2018.

- **Documentation of Financial Support**

Candidates must provide documentation of financial support from an employer, owner, co-owner or other resource. Financial support letter verifies the candidate's commitment to the exam process and ability to complete the process.

- **Documentation of Culinary Support**

Candidates must provide documentation (letter) of support from one current CMC®. The letter is verification that the candidate understands the spirit of the exam process and has the willingness to attempt the exam.

### Step 2: Complete the Initial Pre-Approval Application

Complete and submit pre-approval application, including all required documentation.

- Mandatory education course certificates should be included in application. Certificates should include course title, completion date, and number of hours earned
- Certification verification will be completed by the National Office at time of submittal

Submit application and documentation of completed requirements to ACF for pre-approval.

Submit Application to: **American Culinary Federation**  
180 Center Place Way  
St. Augustine, FL 32095  
Fax: 904-940-0742  
Email/Scan: [certify@acfchefs.net](mailto:certify@acfchefs.net)

## Estimated Cost of Certification – Segment 1

### Pre-Approval

Candidates interested in obtaining their CMC® certification Pre-Approval will pay a \$300 Member or \$500 Non-Member non-refundable application fee.

### Examination Fees

Once the candidate's application has been approved, the candidate may register for segment 1 of the practical exam.

- The practical exam fee is based on location site fees and food cost for the exam. Estimated cost for this segment of the exam is \$2,300.00 plus the cost of food.
  - Candidates will submit payments to the ACF Certification Department based on the following guidelines:
    - ◆ \$1,000.00 exam registration deposit will be made when exam dates are announced to pre-approved candidates. Space is limited to candidates who have tested previously and will be scheduled on a first come, first served basis.

- ◆ Alternates are encouraged to reserve space. Registration deposit is fully refundable up to 90 days in advance of the exam. 50% (\$500) of the registration deposit is refundable up to 60 days in advance of the exam.
- ◆ \$1,300.00 balance is due 45 days prior to the exam and all funds are non-refundable once balance is paid.
- ◆ Food cost for the exam must be paid for prior to exam start. Once registered, candidates will be notified of food cost expense for this segment of the exam. Estimated \$1,000 for this segment.

## Certification Examinations

### Purpose of Exams

The purpose of the CMC<sup>®</sup> exam is to objectively measure the knowledge and skill of a candidate in order to determine if the candidate can demonstrably meet the standards required for a Certified Master Chef. This standard is the mastery of the culinary craft.

### Practical Exam Parameters:

The CMC<sup>®</sup> exam is divided into two sections. A candidate must successfully pass Section 1 with a score of 75% in order to progress and take Section 2. The scores from Section 1 will be carried over into Section 2 and the candidate must maintain a 75% in order to test in the Final Exam.

Each Section is limited to six candidates. Candidates will be notified of the exam sessions as soon as they are scheduled and places will be filled on a first come, first served basis. A deposit must be on file at the ACF National Office to ensure a candidate's place for each session.

### Practical Exam Registration

To schedule the practical exam, contact the ACF Certification Department to confirm availability and to register. Payment must be made prior to the exam date.

Candidates will receive a registration confirmation after payment is processed.

To facilitate the certification process, the American Culinary Federation (ACF) has exam sites throughout the country. You must contact the test administrator to confirm test time and specific details about the testing facility.

### Practical Exam Structure

- CMC<sup>®</sup> is divided into 8 Exam Majors or Categories.
- The Exam Majors leading to the final 2 Majors include:
  - Freestyle Cuisine
  - Healthy Cooking
  - Global Cuisine
  - Baking and Pastry
  - Buffet Catering
  - Classical Cuisine
- The Final Exam Majors include:
  - European Cuisine
  - Market Basket

### Segment 1 Comprised of the Following Exam Majors

**Pre-Day** – Candidate Orientation and Evaluator Meetings

**Day 1** – Freestyle Major

**Day 2** – Healthy Cooking Major

**Day 3** - Global Major

**Day 4** – Baking and Pastry Major

### Practical Exam Scoring

- Each Exam Major comprises of a practical exam that is scored by a panel of Certified Master Chefs<sup>®</sup> and all must be successfully passed to earn the designation.

- Passing score for each of the first 4 majors (Segment 1) is 75% or above.
- Final passing score for the CMC Exam is 75%.
- Each Exam Major is scored using the following weighted domain categories:
  - Kitchen Performance – 35%
  - Tasting and Presentation Assessment – 65%
  - ◆ Total = 100%

(See Appendix 2 for score sheets)

## Practical Exam Retake Policy

A candidate that fails Segment 1 of the exam must retest prior to attempting Segment 2. Both segments must be passed in order to earn the Certified Master Chef Designation.

ACF National Office reserves the option of scheduling segments at different locations other than the one originally tested, in efforts to reduce potential cost to the candidate. For planning/coordination purposes, candidates will be notified of the next scheduled Section 60 days prior to the exam.

## Appeal Procedure

Candidates and certificants are entitled to appeal determinations made by the Certification Commission regarding:

1. The Commission's interpretation of standards, including candidate eligibility determinations and certificate recertification determinations;
2. Content of the exam and/or keyed responses to items;
3. Alleged inappropriate exam administration procedures; and
4. Alleged testing conditions severe enough to cause a major disruption of the examination process.

Appeals procedures are detailed in the Policies and Procedures document, which is available on the ACF website or can be requested from the ACF National Office.

## Confidentiality

The nature, format, content, and results of examinations administered by the Certification Commission and all application materials are considered confidential information and shall be treated as such, in accordance with policies and procedures adopted by the Certification Commission, unless appropriate permission is obtained, where otherwise mandated by valid and lawful court or government order, or by an authorized administrative body. The full confidentiality policy can be found on the ACF website or requested from the ACF National Office. Due to confidentiality policy, only a certificant's current status as a CMC<sup>®</sup> can be verified. This can be done by the certification verification tool available on the ACF website under Resources or by calling the ACF National Office.

## Practical Exam Facility Requirements

To ensure consistency throughout the certification testing program, all testing facilities will offer candidates a high-level testing venue, which includes appropriate equipment and space configurations as specified in the guidelines below.

The test site must be able to provide ample space to include refrigeration, work area, sinks, ranges, and oven space for each candidate. Sufficient access to fryers and grills must be provided, although candidates may share this equipment. A large clock must be visible in the examination area for accurate time keeping. There should be a candidate staging area for ingredient check-in by the evaluators. First aid equipment and materials should be available if needed. Each facility is required to have the following:

### Hot and Cold Food Kitchen (At least six stations are required)

<ul style="list-style-type: none"> <li>6 burner gas ranges</li> </ul>	<ul style="list-style-type: none"> <li>Cold smoker in the common space</li> </ul>	<ul style="list-style-type: none"> <li>Ample supply of appropriate cleaning equipment including brooms, mops, and paper towels</li> </ul>
<ul style="list-style-type: none"> <li>Charbroiler in the common space</li> </ul>	<ul style="list-style-type: none"> <li>18 cubic ft. of refrigerator space in each station</li> </ul>	<ul style="list-style-type: none"> <li>One 12-quart mixer for each station</li> </ul>
<ul style="list-style-type: none"> <li>1 hand sink for every 2 stations</li> </ul>	<ul style="list-style-type: none"> <li>Additional small equipment in excellent working condition for each station</li> </ul>	<ul style="list-style-type: none"> <li>3 x 3 foot marble slab for every two stations</li> </ul>
<ul style="list-style-type: none"> <li>Vegetable sink for every 2 stations</li> </ul>	<ul style="list-style-type: none"> <li>Easily controlled entrances and exits</li> </ul>	<ul style="list-style-type: none"> <li>Baker's deck ovens large enough to support the number of candidates all baking at once.</li> </ul>
<ul style="list-style-type: none"> <li>Community utensils and equipment in the same area</li> </ul>	<ul style="list-style-type: none"> <li>Transfer Program</li> </ul>	<ul style="list-style-type: none"> <li>2 burners for station met by a common use pastry kitchen range</li> </ul>
<ul style="list-style-type: none"> <li>1 full-size standard oven per station</li> </ul>	<ul style="list-style-type: none"> <li>One 4-quart mixer for each station</li> </ul>	<ul style="list-style-type: none"> <li>Additional small equipment which is in excellent working condition for each station</li> </ul>
<ul style="list-style-type: none"> <li>Broiler in the common space</li> </ul>	<ul style="list-style-type: none"> <li>Standard bake shop and pastry small wares to include cake forms, silpats, various cutters, rolling pins, cold mousse molds etc. In enough supply for the number of candidates.</li> </ul>	<ul style="list-style-type: none"> <li>Observation windows on at least one side</li> </ul>
<ul style="list-style-type: none"> <li>Two 8-foot work tables for each station with under-counter shelving</li> </ul>	<ul style="list-style-type: none"> <li>1 triple beam or digital scale</li> </ul>	<ul style="list-style-type: none"> <li>1 hand sink for every two stations</li> </ul>
<ul style="list-style-type: none"> <li>Additional general refrigerator and freezer space</li> </ul>	<ul style="list-style-type: none"> <li>Additional general refrigerator and freezer space</li> </ul>	<ul style="list-style-type: none"> <li>Plastic wrap, foil, detergent, sanitizers, and buckets</li> </ul>
<ul style="list-style-type: none"> <li>Observation windows on at least one side</li> </ul>	<ul style="list-style-type: none"> <li>Community utensils and equipment in the same area</li> </ul>	
<ul style="list-style-type: none"> <li>At least 2 additional ovens available</li> </ul>	<ul style="list-style-type: none"> <li>Easily-controlled entrances and exits</li> </ul>	

Each station must be provided with a basic set of pots, pans, and hand tools (see list). Additional kitchen equipment is supplied in a common area (Appendix 3). In the event that a test site is unable to supply all stations with a full set of station equipment, the candidate may be asked to provide additional items in order to complete the set/station. **The Test Site Administrator shall notify the candidate of this requirement upon registration.**

### Individual Equipment

<ul style="list-style-type: none"> <li>(2) 3-quart mixing bowls</li> </ul>	<ul style="list-style-type: none"> <li>(1) 6-oz. ladle</li> </ul>	<ul style="list-style-type: none"> <li>(1) rubber spatula</li> </ul>
<ul style="list-style-type: none"> <li>(1) medium sauce pan</li> </ul>	<ul style="list-style-type: none"> <li>(1) wooden spoon</li> </ul>	<ul style="list-style-type: none"> <li>(1) 2-oz. ladle</li> </ul>
<ul style="list-style-type: none"> <li>(1) medium sauté pan</li> </ul>	<ul style="list-style-type: none"> <li>(2) small sauce pans</li> </ul>	<ul style="list-style-type: none"> <li>(1) small whisk</li> </ul>
<ul style="list-style-type: none"> <li>(2) small bain marie inserts</li> </ul>	<ul style="list-style-type: none"> <li>(1) large sauté pan</li> </ul>	
<ul style="list-style-type: none"> <li>(1) solid spoon</li> </ul>	<ul style="list-style-type: none"> <li>(2) small sauté pans</li> </ul>	

### The Community Kitchen

The community kitchen should include small appliances which can be shared by all candidates. Safety and sanitation supplies must be furnished by the test site. Candidates are expected to bring their own plastic gloves, if needed, for production or service. At a minimum, each test site shall provide the following in the community kitchen:

<ul style="list-style-type: none"> <li>Chinois</li> </ul>	<ul style="list-style-type: none"> <li>Fryer</li> </ul>	<ul style="list-style-type: none"> <li>Portion scales</li> </ul>
<ul style="list-style-type: none"> <li>Microwave</li> </ul>	<ul style="list-style-type: none"> <li>Food blender</li> </ul>	<ul style="list-style-type: none"> <li>Measuring containers</li> </ul>
<ul style="list-style-type: none"> <li>Grill</li> </ul>	<ul style="list-style-type: none"> <li>Food processors</li> </ul>	
<ul style="list-style-type: none"> <li>Proof box</li> </ul>	<ul style="list-style-type: none"> <li>Food mixers</li> </ul>	



## Ingredients

Each Exam Major involves a “mystery box” of ingredients or a selection of dishes to fulfill the desired assessment of knowledge and competencies at the Mastery level. The candidate will be notified of the ingredients that must be used during the major or the dishes to be prepared, at a minimum of 10 hours before requisitions are due to the site.

Each site will provide a common kitchen to include the minimum ingredients listed in Appendix 4.

## Apprentice

The host site is responsible for providing an apprentice for each candidate testing. The apprentices will not remain the same for the duration of the exam. Candidate interaction with the apprentice assigned will be evaluated during each Exam Major. With the help of the apprentice, the candidate is responsible to maintain their workstation along with all cleaning requirements including washing dishes.

Apprentices can perform the following tasks during the Exam Majors:

- Help set up and tear down, and assist in placement of ingredients and equipment
- Place things in the refrigerator or freezer and deliver the finished plates to the evaluator table
- Physically open the oven and insert or remove products as instructed by the chef
- Use basic knife skills (peeling, dicing and cutting) in preparation for mise en place
- Function as a timekeeper to enable the chef to remain on track
- Keep the chef's equipment washed and stored in a sanitary manner
  - \* Under guidance and direction from candidate, apprentice may assist with plating (wiping plates and placing items)

## Exam Majors

### What to Expect

Throughout the Certified Master Chef® Exam process, candidates are expected to demonstrate an exceptional knowledge of fundamental cooking techniques. It is the responsibility of the candidate to ensure that a mastery of the culinary craft is demonstrated throughout the exam process.

According to Merriam Webster the definition of mastery is:

a : possession or display of **great skill or technique**

b : \ : command

Showcasing the above is the starting point for evaluation. The CMC exam is not an appropriate place for candidates to introduce new ideas and/or techniques.

Expect that the evaluation will start with professional correspondence and continue through how the station looks upon completion of each segment.

As a candidate for the Certified Master Chef® Exam, candidates are evaluated on the following areas based on the expectation of mastery: professionalism, organization, sanitation, preparation lists, ordering, menu writing, mise en place, butchery, culinary fundamentals, flavor development, execution, use of preparation time, team work, use of plating window, plating, product utilization, etc.

*For example, exhibiting a high level of execution for an entrée will be evaluated based on ordering or handling of the protein provided, fabrication and yield. An understanding of product utilization, portioning, sanitation, appropriate cooking technique and plating are **expected**.*

*Practicing to pass the test is not a successful philosophy. Having a true command of the craft is the basis for entering the exam, while executing them at the mastery level is the basis for passing the exam. We wish all candidates the best of luck in successfully earning the Certified Master Chef® Credential.*

## Evaluation of the Exam

The candidate's skills are evaluated during the examination period through frequent monitoring by the evaluators. Notes are made during the examination as references to the evaluation. Sanitation is scored overall as pass or fail. Points are calculated in various areas and a total numerical score is calculated. A total average score for the entire exam of 75% or better is considered passing.

At the completion of most Exam Majors, candidates will be given a verbal explanation of their performance, which is used to document the results of the exam. The Test Administrator will give candidates a summary document of their performance at the conclusion of each Exam Major.

0-10 points will be awarded in each of the categories based on the following distribution:

### **Sanitation – Pass/Fail**

#### **Work Performance – Kitchen Score – 35%**

- Cooking Techniques and Fundamentals – 40%
- Mise en Place/Organization – 15%
- Professionalism – 10%
- Utilization of Ingredients – 20%
- Work Flow – 15%

#### **Tasting and Presentation – 65%**

- Menu Formatting – 2%
- Achieving Stated Menu – 3%
- Constructing Profiles – Maintaining Food Integrity – 5%
- Developing Flavor Profiles – 40%
- Food Placement/Presenting Food – 10%
- Achieving Nutritional Balance/Plate Composition – 5%

Evaluation sheets are included in Appendix 2.

## Freestyle

### Objective

The candidate's personal cooking style and philosophy must be demonstrated through the development and execution of a menu while showcasing a mastery of standard cooking fundamentals. The evaluating team will assess the performance reflected through the mastery of all standard cooking fundamentals and menu methodology as a basis for evaluation.

### Competencies

The following competencies must be demonstrated by the candidate during the Exam Major:

1. Menu composition
2. Progression of meal while understanding nutritional balance
3. Utilization of basket ingredients
4. Demonstration of personal cooking style through signature items or techniques

### Menu

Competencies will be achieved by candidates creating a four course menu comprised of, Starter/Appetizer (cold or hot), Fish Course, Main Course and one additional course of appropriate progression. Six servings will be presented individually to the evaluator panel. The candidate will receive a market basket prior to the exam containing:

- Four protein items (Two meat/game/poultry, Two fish/seafood)
- Four vegetable items
- Two starch items
- One fruit
- One cheese or other dairy item
- One variety of lettuce

Each ingredient must be used to some extent.

### Process

At a minimum of 10 hours before the exam, the candidate will receive the market basket ingredients. A menu along with a requisition must be submitted for supplemental ingredients at the pre-determined time.

### Schedule

Before the Exam Major begins, candidates will attend a briefing by the lead evaluator. During the briefing, candidates will have the opportunity to ask any final questions.

- Candidates will have 15 minutes to set up their station. During this time no food will be handled.
- At the end of the 15 minutes, candidates will receive their market baskets and store room selection.
- Candidates will have 4 hours of kitchen preparation time.
- At the end of the 4 hours, candidates will have a 20 minute service window to plate all four courses.
- The candidate will have 30 minutes to clean the work area and exit the kitchen.

SAMPLE SCHEDULE					
Candidate	Enter/Set up	Preparation	Window Open	Window Close	Exit Kitchen
1	8:15 a.m.	8:30 a.m.	12:30 p.m.	12:50 p.m.	1:20 p.m.
2	8:45 a.m.	9:00 a.m.	1:00 p.m.	1:20 p.m.	1:50 p.m.

## Evaluation and Scoring

The Freestyle Exam Major will be evaluated by a panel of at least three current Certified Master Chefs®. Adherence to the mandatory competencies will be factored into the final exam Major Score. Each of the four courses is weighted evenly to make up the Tasting and Presentation Score.

A combined score of 75% or above is needed to pass the Exam Major. Any candidate that scores below a 75% must retake the Exam Major.

### **Sanitation – Pass/Fail**

#### ***Work Performance – Kitchen Score – 35%***

- Cooking Techniques and Fundamentals – 40%
- Mise en Place/Organization – 15%
- Professionalism – 10%
- Utilization of Ingredients – 20%
- Work Flow – 15%

#### ***Tasting and Presentation – 65%***

- Menu Formatting – 2%
- Achieving Stated Menu – 3%
- Maintaining Food Integrity – 15%
- Developing Flavor Profiles – 40%
- Food Placement/Presenting Food – 25%
- Achieving Nutritional Balance/Plate Composition – 15%

### **Timing**

It is expected that candidates present all food within the time frame of the designated exam majors. If a candidate presents food once the window time has expired the following deduction will be taken off the final score for the exam major:

- 0-2 minutes over 2% deduction
- 2-5 minutes over 5% deduction

In the event that a candidate has not presented food within 5 minutes of their expired time, the dish/course will not receive a Tasting and Presentation score.

## Equipment/Accommodations

During the Freestyle Exam Major, the following accommodations will be allowed to maximize performance of candidates to be used at candidate's discretion.

- Immersion circulators will be allowed during this major
  - Candidate is responsible for bringing their own circulator, water bath and vacuum sealer
  - One burner will be forfeit from range while circulator is operational (warming up and during product cook time).

## Healthy Cooking

### Objective

The candidate must demonstrate knowledge of Healthy Cooking principles through the development and presentation of a four-course meal for six people. The objective is to be met through the preparation of the meal in accordance with sound nutritional guidelines outlined below. The mastery of cooking principles as they relate to flavor development using healthy cooking techniques, consistency in portion control and presentation along with the formulation of the menu and its components will be evaluated to the mastery level.

### Competencies

The following competencies must be demonstrated by the candidate during the Exam Major:

1. Adherence to Nutritional Guidelines:
  - Entire meal for one serving:
    - Not to exceed 1000 kcal
    - Not to exceed 1200 mg sodium
    - 15-20% of kcal from protein
    - 45-60% of kcal from carbohydrates
    - 25-30% of kcal from fat
2. Understanding of flavor development within nutritional guidelines
3. Demonstration of appropriate cooking methods as they relate to healthy cuisine

### Menu

The four-course menu must include Hot Appetizer, Salad, Main Course and Dessert (served either hot or cold) to serve six guests. Six identical servings will be presented individually to the evaluator panel. The candidate will receive a market basket prior to the exam containing:

- Three Proteins, including one alternative protein (i.e.: Tempeh, Tofu, Seitan)
- Two Grains
- Three Vegetables
- Three Fruits
- Lettuce

### Process

At a minimum of 72 hours prior to the exam, the candidate will receive the market basket list of ingredients via email. Ensure that your email at the National Office is up to date as only one address will be used for the CMC® Exam Process.

At the end of the pre-exam window, the candidate will submit the following items to the Exam Administrator:

- Healthy Cooking Cover Sheet (See Appendix 5)
- Menu
- Recipes for 1 portion and 6 portions of each course
- Ingredient (shopping) list from the nutritional program used detailing the exact quantities for 6 portions by the course and entire menu.
  - Only the quantities of food that are requisitioned will be available to execute menu
  - No additional Store Room visits or requisitions will be allowed at time of exam
- Total Nutritional Breakdown for one serving that meets the above stated requirements
  - Must be verified by a Registered Dietitian or CDM, CFPP

*File formats will only be accepted in PDF format.*

*\*See appendix 7 for "Nutritional Transfer of alternate cooking methods" document*

Candidates are expected to turn in accurate paperwork before the communicated deadline.

In the event that paperwork is not accurate or submitted past the deadline, a 2% deduction from the Exam Major Total score will be taken and the candidate will have the opportunity to correct the material with a new deadline.

In the event that paperwork is not accurate or submitted past the new deadline, an additional 5% will be deducted from the Exam Major Total Score.

## Schedule

Before the Exam Major begins, candidates will attend a briefing by the lead evaluator. During the briefing, candidates will have the opportunity to ask any final questions.

- Candidates will have 15 minutes to set up their station. During this time, no food will be handled.
- At the end of the 15 minutes, candidates will receive their market baskets and food requisitions, scaled per request.
  - No additional food may be requisitioned during this Exam Major.
- Candidates will have 4 hours of kitchen preparation time.
- At the end of the 4 hours, candidates will have a 20-minute service window to plate all four courses.
- The candidate will have 30 minutes to clean the work area and exit the kitchen.

SAMPLE SCHEDULE					
Candidate	Enter/Set up	Preparation	Window Open	Window Close	Exit Kitchen
1	8:15 a.m.	8:30 a.m.	12:30 p.m.	12:50 p.m.	1:20 p.m.
2	8:45 a.m.	9:00 a.m.	1:00 p.m.	1:20 p.m.	1:50 p.m.

## Evaluation and Scoring

The Healthy Cooking Exam Major will be evaluated by a panel of at least three current Certified Master Chefs®. Adherence to the mandatory competencies will be factored into the final exam Major Score. Each of the four courses is weighted evenly to make up the Tasting and Presentation Score. A combined score of 75% or above is needed to pass the Exam Major. Any candidate that scores below a 75% must retake the Exam Major.

### Sanitation – Pass/Fail

#### **Work Performance – Kitchen Score – 35%**

- Cooking Techniques and Fundamentals – 40%
- Mise en Place/Organization – 15%
- Professionalism – 10%
- Utilization of Ingredients – 20%
- Work Flow – 15%

#### **Tasting and Presentation – 65%**

- Menu Formatting – 2%
- Achieving Stated Menu – 3%
- Maintaining Food Integrity – 15%
- Developing Flavor Profiles – 40%
- Food Placement/Presenting Food – 25%
- Achieving Nutritional Balance/Plate Composition – 15%

## Timing

It is expected that candidates present all food within the time frame of the designated exam majors. If a candidate presents food once the window time has expired the following deduction will be taken off the final score for the exam major:

- 0-2 minutes over: 2% deduction
- 2-5 minutes over: 5% deduction

In the event that a candidate has not presented food within 5 minutes of their expired time, the dish/course will not receive a Tasting and Presentation score.

## Equipment/Accommodations

During the Healthy Cooking Exam Major, the following accommodations will be allowed to maximize performance of candidates to be used at candidate's discretion.

- Immersion circulators will be allowed during this major
  - Candidate is responsible for bringing their own circulator, water bath and vacuum sealer
  - One burner will be forfeit from range while circulator is operational (warming up and during product cook time).

## Global Cuisine

### Objective

The candidate must demonstrate knowledge of several global cuisines. The practical component of this discipline will be demonstrated by the preparation of three main dishes from three different regions of the world. It is expected that the candidate demonstrate a knowledge representative of the traditions, philosophies and methodology of each cuisine. The methods of service and preparation should directly relate to the traditional integrity of the dish and demonstrate a mastery of the same by presenting the dishes in the style of a special occasion for that region.

### Competencies

The following will be demonstrated by the candidates during the Global Cuisine Exam Major:

1. An understanding of the regional cuisines selected
2. Demonstration of the methods of service and preparation as it directly relates to the traditional integrity of the dish
3. Knowledge of the traditions, philosophies and methodology of the cooking fundamentals of each cuisine

The lead evaluator will select three dishes from the following lists (one from each region) to be created by the candidate:

#### ***Cuisine of the America(s):***

- Mole Coloradito Oaxaqueño – Mexican – Braise, Poultry/Fowl
- Cioppino – American - Stew, Seafood Cookery
- Pescado a la Veracruzana - Mexico - Shallow Poach, Fish
- Tchaka – Haitian – Stew/Braise, Corn, Beans and Pork
- Vatapá – Brazilian - Stew, Seafood
- Boulette – Haitian – Baked
- Cipaille – Canadian – Baked
- Jerk Pork – Jamaican - Grilled or Roasted
- Matambre – Argentine – Braised
- Burgoo – American – Stew
- Jambalaya – American – Rice & One Pot Stage Cookery

#### ***Cuisine of Asia:***

- Kalbi – Korean – Grilled
- Aloo Gobi and Samosa - Indian – Stewed Vegetables
- Chettinad Biryani – Indian – One Pot Rice Cookery
- Tonkatsu – Japanese – Deep Fried Panko Breaded Pork Cutlet
- Gyoza – Japanese (originally Chinese) Dumpling, Pan Fry
- Bun Cha – Vietnamese – Communal Meat Patty and Noodle Dish
- Chow Fun – Southern Chinese – Stir-Fry Noodle Dish
- Rendang – Indonesian/Malaysian – Stew of Beef
- Sushi Platter – Japanese – Rice Cookery and Rolling Techniques
- General Tso's Chicken – Chinese – Classical Chicken and Vegetable Stir-Fry Technique
- Pad (phad, phat) Thai – Thai – Stir-Fry Rice Noodles
- Massaman Curry - Southern Thai Dish – Stew



## ***Cuisine of Eastern Mediterranean:***

- Paella Mixta – Southern Spanish – Multi-Stage Rice Cookery
- Gnocchi ala Sorrentino – Italian – Pasta Cookery
- Escudella – French Stew
- Braciola di Maiale – Italian – Braising
- Ossibuchi alla Toscana – Italian – Braising
- Bamia – Egyptian – Stewing
- Fatteh – Egyptian – Bread Baking and Vegetarian Cookery
- Panissa di Vercelli – Italian – Rice Cookery
- Stuffed Eggplant with Lamb & Pine Nuts – Israeli – Savory, Baked
- Cassoulet de Toulouse – Southwest French – Stewing
- Fish Tagine – Moroccan – Steaming
- Chicken Souvlaki – Greek – Grilled

## **Menu**

The candidate will create 6 portions of the selected dish from each of the three regions. The candidate is expected to research each dish and present it in a composed manner suitable for a festive occasion:

- Main Dish one
- Main Dish two
- Main Dish three

## **Process**

At a minimum of 10 hours before the exam, the candidate will receive the selected dishes to prepare. A menu along with a requisition must be submitted for supplemental ingredients at the pre-determined time.

## **Schedule**

Before the Exam Major begins, candidates will attend a briefing by the lead evaluator. During the briefing, candidates will have the opportunity to ask any final questions.

- Candidates will have 15 minutes to set up their station. During this time no food will be handled.
- At the end of the 15 minutes, candidates will receive their market baskets and food requisitions.
  - 10 minutes after receiving market basket and requisitions, the candidate will no longer be able to requisition more items, only common pantry items will be accessible.
- Candidates will have 4 hours of kitchen preparation time.
- At the end of the 4 hours, candidates will have a 20 minute service window to plate all four courses.
- The candidate will have 30 minutes to clean the work area and exit the kitchen.

### **SAMPLE SCHEDULE**

<b>Candidate</b>	<b>Enter/Set up</b>	<b>Preparation</b>	<b>Window Open</b>	<b>Window Close</b>	<b>Exit Kitchen</b>
1	8:15 a.m.	8:30 a.m.	12:30 p.m.	12:50 p.m.	1:20 p.m.
2	8:45 a.m.	9:00 a.m.	1:00 p.m.	1:20 p.m.	1:50 p.m.

## Evaluation and Scoring

The Global Cuisine Exam Major will be evaluated by a panel of at least three current Certified Master Chefs®. Adherence to the mandatory competencies will be factored into the final exam Major Score. Each of the three dishes are weighted evenly to make up the Tasting and Presentation Score.

A combined score of 75% or above is needed to pass the Exam Major. Any candidate that scores below a 75% must retake the Exam Major.

### **Sanitation – Pass/Fail**

#### ***Work Performance – Kitchen Score – 35%***

- Cooking Techniques and Fundamentals – 40%
- Mise en Place/Organization – 15%
- Professionalism – 10%
- Utilization of Ingredients – 20%
- Work Flow – 15%

#### ***Tasting and Presentation – 65%***

- Menu Formatting – 2%
- Achieving Stated Menu – 3%
- Maintaining Food Integrity – 15%
- Developing Flavor Profiles – 40%
- Food Placement/Presenting Food – 25%
- Achieving Nutritional Balance/Plate Composition – 15%

### **Timing**

It is expected that candidates present all food within the time frame of the designated exam majors. If a candidate presents food once the window time has expired the following deduction will be taken off the final score for the exam major:

- 0-2 minutes over 2% deduction
- 2-5 minutes over 5% deduction

In the event that a candidate has not presented food within 5 minutes of their expired time, the dish/course will not receive a Tasting and Presentation score.

## **Equipment/Accommodations**

Any additional/special equipment necessary to execute dishes will be supplied by the exam site.

## Baking and Pastry

### Objective

To verify the candidate's knowledge and preparation of the mandated competencies listed below. The purpose of this segment is for the candidate to demonstrate they are well versed in baking and pastry skills and is competent in the production of the same. Special attention should be paid to product consistency and detail of the finishing techniques. Product shape, baking doneness, size consistency and marketability will be evaluated.

### Competencies

The follow competencies must be demonstrated by the candidate during the Exam Major:

1. Scaling
2. Mixing
3. Shaping
4. Baking
5. Lamination
6. Plated Dessert Composition

### Menu

The candidate must produce the following within the exam time frame:

- One, 3-pound recipe of a yeast-leavened product of the candidate's choice
  - Must demonstrate three make-up methods (1 loaf and 2 of candidate's choosing)
- Demonstrate method for making puff dough
- One dozen portions of two different puff pastry products, puff dough will be provided if necessary
- A celebration themed cake utilizing Italian buttercream (demonstrate 2 different piping techniques)
  - 8-inch cake
  - Must be minimum of three layers
  - Present on suitable platter, plate a cut portion to present
- 6 portions of a plated dessert, hot or cold. Must include the fundamental components of a complete dessert including a frozen element (ice cream or sorbet)

### Process

At a minimum of 10 hours before the exam, the candidate will submit a menu along with a requisition for supplemental ingredient.

### Schedule

Before the Exam Major begins, candidates will attend a briefing by the lead evaluator. During the briefing, candidates will have the opportunity to ask any final questions.

- Candidates will have 6 hours of station set-up, kitchen preparation, service time and station clean up.
  - All items must be presented in this time frame
- At the end of the 6 hours, candidates will exit the kitchen leaving it clean and sanitized.

SAMPLE SCHEDULE		
Candidate	Enter/Set up	Exit Kitchen
1	8:00 a.m.	2:00 p.m.
2	8:30 a.m.	2:30 p.m.

## Evaluation and Scoring

The Baking and Pastry Exam Major will be evaluated by a panel of at least three current Certified Master Chefs®. Adherence to the mandatory competencies will be factored into the final exam Major Score. Each of the components is weighted evenly to make up the Tasting and Presentation Score.

A combined score of 75% or above is needed to pass the Exam Major. Any candidate that scores below a 75% must retake the Exam Major.

### **Sanitation – Pass/Fail**

#### ***Work Performance – Kitchen Score – 35%***

- Cooking Techniques and Fundamentals – 40%
- Mise en Place/Organization – 15%
- Professionalism – 10%
- Utilization of Ingredients – 20%
- Work Flow – 15%

#### ***Tasting and Presentation – 65%***

- Menu Formatting – 2%
- Achieving Stated Menu – 3%
- Maintaining Food Integrity – 15%
- Developing Flavor Profiles – 40%
- Food Placement/Presenting Food – 25%
- Achieving Nutritional Balance/Plate Composition – 15%

### **Timing**

It is expected that candidates present all food within the time frame of the designated exam majors. If a candidate presents food once the window time has expired the following deduction will be taken off the final score for the exam major:

- 0-2 minutes over 2% deduction
- 2-5 minutes over 5% deduction

In the event that a candidate has not presented food within 5 minutes of their expired time, the dish/course will not receive Tasting and Presentation score.

## **Equipment/Accommodations**

Any additional/special equipment necessary to execute dishes will be supplied by the exam site.

## Official Announcement of Certification

Candidates that successfully pass the CMC® exam will be presented with their certificate on final day of the exam. **CMC® certifications are valid for five years.**

ACF would like to share your certification accomplishments in ACF communications. If you would like to share your accomplishment, please feel free to utilize the **Brand You! Toolkit** available on the ACF website. If you prefer this information not be shared, please be sure to check box on final application to opt out.

For more information, call us at **800-624-9458**, or mail us at [certify@acfchefs.net](mailto:certify@acfchefs.net).

## Designation Usage Policy

ACF has a Designation Usage policy that certificants must follow. Each certificant accepts and assumes all, and the sole, responsibility for understanding and satisfying legal requirements of the ACF Designation Usage Policy, and any Procedural requirements of ACF Designation usage, including those requirements applying to the use, display, and/or advertising of any ACF Designation. It is the responsibility of such certificants to ensure that the use of any ACF Designation on professional and business related materials (e.g., stationery, signs, business cards, flyers, chef coats, yellow pages, or other advertisements and marketing materials) is NOT in conflict with this Policy and Procedure, or with the laws of the nation, state, or territory in which that individual or entity conduct business. A complete Designation Usage Policy can be found on the ACF website or requested from the ACF National Office.

## Recommended Resources

*Le Guide Culinaire*

Author: Auguste Escoffier  
and HL Cracknell  
Publisher: J. Wiley & Sons  
Pub. Date 2011

*Modernist Cuisine – The Art and Science of Cooking*

Author: Nathan Myhrvold  
Pub. Date 2011

*On Food and Cooking*

Author: Harold McGee  
Publisher: Scribner  
Pub. Date 2004

*Buffets and Receptions*

Author: Albin Abelanet  
Pub. Date 1983

*The Professional Pastry Chef*

Author: Bo Friberg  
Pub. Date 2002

*Garde Manger: The Art and Craft of the Cold Kitchen*

Author/Publisher: The Culinary Institute of America (CIA)  
Pub. Date 2012

*Classical and Contemporary Italian Cooking  
for Professionals*

Author: Bruno H. Ellmer C.M.C  
Publisher: J. Wiley & Sons  
Pub. Date 1990

*Foods of the World Series*

Volumes: 1-8, 10, 23  
Publisher: Time Life  
Pub. Date 1961-1968

*The Thrill of the Grill*

Author: Chris Schlesinger and John Willoughby  
Pub. Date 1990

*The Encyclopedia of Cajun and Creole Cuisine*

Author: Chef John D. Folse CEC, AAC  
Pub Date 2008

*American Regional Cuisine: A Coast-to-Coast Celebration of the  
Nation's Culinary Diversity*

Author/Publisher: The International Culinary Schools at The Art  
Institutes  
Pub Date 2006

*The Professional Chef, 7th edition*

Author/Publisher: The Culinary Institute of America (CIA)  
Pub. Date 2001

*Culinaria the Caribbean: A Culinary Discovery*

Author: Rosemary Parkinson  
Pub. Date 1999

*Cooking of South-West of France*

Author: Paula Wolfert  
Pub Date 2005

Appendices

**Recommended Wine Education and Accepted Certifications**

American Culinary Federation, Inc. • 180 Center Plaza Way • St. Augustine, FL 32059 • Toll-free: (800) 624-9458 • Fax: (904) 943-0911 • www.acfchef.org

Society of Wine Educators - Certified Specialist of Wine (CSW)  
<http://www.societyofwineeducators.org/index.php/certified-specialist-of-wine>

Wine and Spirit Education Trust - WSET Level II (15 Hours) - Level III (42 hours)  
<https://www.wsetglobal.com/>

American Wine Expert - Napa Valley Wine Academy  
<https://napavalleywineacademy.com/>

International Wine Guild - Multiple Courses Available  
<http://www.internationalwineguild.com/>

Recommended Wine Education & Accepted Certifications  
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Healthy-v01

**Tasting Score Sheet**  
**HEALTHY COOKING**

Candidate Number: \_\_\_\_\_ Date: \_\_\_\_\_

Appetizer	Criteria	Score 1-20	Weight	Awarded Points
<b>Serving Method</b>	Portion Size and Nutritional Guidelines		15%	0
<b>Cooking</b>	Cooking fundamentals - knife skills, cooking methods, temperature & doneness		15%	0
<b>Methodology</b>	Preparation/compatibility		15%	0
<b>Flavor/Taste</b>	Taste - Balance		40%	0
<b>Presentation</b>	Serving Method & Presentation: Plate		7.5%	0
	Serving Method & Presentation: Platter		7.5%	0
		<b>Course Total</b>	<b>25%</b>	<b>0</b>

  

Salad	Criteria	Score 1-20	Weight	Awarded Points
<b>Serving Method</b>	Portion Size and Nutritional Guidelines		15%	0
<b>Cooking</b>	Cooking fundamentals - knife skills, cooking methods, temperature & doneness		15%	0
<b>Methodology</b>	Preparation/compatibility		15%	0
<b>Flavor/Taste</b>	Taste - Balance		40%	0
<b>Presentation</b>	Serving Method & Presentation: Plate		7.5%	0
	Serving Method & Presentation: Platter		7.5%	0
		<b>Course Total</b>	<b>25%</b>	<b>0</b>

  

Main	Criteria	Score 1-20	Weight	Awarded Points
<b>Serving Method</b>	Portion Size and Nutritional Guidelines		15%	0
<b>Cooking</b>	Cooking fundamentals - knife skills, cooking methods, temperature & doneness		15%	0
<b>Methodology</b>	Preparation/compatibility		15%	0
<b>Flavor/Taste</b>	Taste - Balance		40%	0
<b>Presentation</b>	Serving Method & Presentation: Plate		7.5%	0
	Serving Method & Presentation: Platter		7.5%	0
		<b>Course Total</b>	<b>25%</b>	<b>0</b>

  

Dessert	Criteria	Score 1-20	Weight	Awarded Points
<b>Serving Method</b>	Portion Size and Nutritional Guidelines		15%	0
<b>Cooking</b>	Cooking fundamentals - knife skills, cooking methods, temperature & doneness		15%	0
<b>Methodology</b>	Preparation/compatibility		15%	0
<b>Flavor/Taste</b>	Taste - Balance		40%	0
<b>Presentation</b>	Serving Method & Presentation: Plate		7.5%	0
	Serving Method & Presentation: Platter		7.5%	0
		<b>Course Total</b>	<b>25%</b>	<b>0</b>

**Tasting Scores** #REF!

Score Sheets  
[Click here](#)

**China & Platter Inventory**

American Culinary Federation  
 The Standard of Excellence for Chefs

China & Platter Inventory  
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**Base Product Availability**

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Produce	Produce	Produce - Fruit
<b>Vegetables</b>	Lettuce - Spinach, Leaf	Herb - Dill
Artichokes - Baby	Lettuce - Watercress	Herb - Mint
Artichokes - Globe	Melons - Seasonal	Herb - Chives
Asparagus - Green - Standard	Melons - Shikale-AY (3# ea)	Herb - Parsley - Flat Leaf
Avocado - Hass - 60 ct	Melons - White, Button	Herb - Rosemary
Beans - Haricots Verts	Melons - White, Medium	Herb - Sage
Beans - Golden (25#)	Onion - Candy	Herb - Tarragon
Beans - Red (25#)	Onion - Green	Herb - Thyme
Cabbage - Brussel Sprout	Onion - Leek	<b>Produce - Fruit</b>
Cabbage - Green	Onion - Pearl	Apples - Fuji (100 ct)
Cabbage - Napa	Onion - Red	Apples - Granny Smith (100 ct)
Cabbage - Red	Onion - Yellow	Apples - Honey Crisp (100 ct)
Cabbage Savoy	Peas	Bananas
Carrots - Baby - 1/2 on	Peppers - Green Bell (48 ct)	Berries - Blueberry (12 - 5 pt)
Carrots - Bunch	Peppers - Red Bell (11 lb)	Berries - Raspberry (12 - 5 pt)
Cauliflower (12 ct)	Peppers - Yellow Bell (11 lb)	Berries - Strawberry (12 - 1 pt)
Celery (24 ct)	Peas - English (50#)	Citrus - Blood Orange
Celery Root	Potatoes - Red - B size	Citrus - Grapefruit - Ruby Red (86 ct)
Chiles - Habanero	Potatoes - Russet Idaho - 50 ct	Citrus - Lemon (125 ct)
Chiles - Jalapeno	Potatoes - Tater Gold - Medium	Citrus - Lime (48 ct)
Chiles - Serrano	Radish - Daikon	Citrus - Orange Navel (88 CT)
Corn	Radish - Red	Grapes - Red Seedless
Cucumbers - English Seedless	Shallots - Whole	Kiwifruit
Eggplant - Standard Purple	Squash - Hard - Acorn	Mango (9-12 ct)
Fennel	Squash - Hard - Butternut	Melons - Cantaloupe (12 ct)
Garlic - white bulb	Squash - Hard - Spaghetti	Melons - Honeydew (8 ct)
Ginger - Root	Squash - Yellow	Melons - Watermelon - Seedless
Greens - Swiss Chard	Squash - Zucchini - Green	Pears - Bartlett (100 ct)
Horusdahl Root	Tomato - Cherry	Pears - Bosc (100 ct)
Kohlrabi	Tomato - Heart	Pears - D'Anjou (100 ct)
Lettuce - Anjou/Baby	Tomato - Roma	Pineapple (8 ct)
Lettuce - Belgian Endive - RG	Tomato - Vine ripe (11#)	Plantains
Lettuce - Frisée	Turkey	<b>Juice - Fresh</b>
Lettuce - Hydro Blaton - GR	<b>Herbs</b>	Apple Cider
Lettuce - Macho	Herb - Basil, Green	Orange Juice, Fresh
Lettuce - Radicchio/Treviso	Herb - Basil, Thai	
Lettuce - Red Oak	Herb - Chervil	
Lettuce - Romaine	Herb - Cilantro	
Lettuce - Spinach, Baby		

Common Kitchen Ingredients  
[Click here](#)

