

# Trainer Certification Application Checklist

- Complete and sign the application form.
- Enclose check, money order or complete credit card information on the application form.
- Enclose two letters of recommendation from your current employer, former employer or customers indicating your experience as a trainer.
- Submit a copy of your proof of Level 3 Certification, SNS, RD, Associates, Bachelors, Masters or PhD in a related field (copy of certificates or college degree).
- Enclose a copy of your Course Requirement documentation.
- Mail the application form, payment and all documentation to: SNA, PO Box 791004, Baltimore, MD 21279-1004

Requirements	Trainer Certification
<b>Documentation: Professional Experience</b>	✓ Have two or more years of experience teaching adults within the past five years
	✓ Submit two letters of recommendation from your current employer, former employer, or customers indicating your experience as a trainer
<b>Documentation: Credentials/Academic Experience</b>	✓ Level 3 Certification, SNS, RD, Associates, Bachelors, Masters or PhD in a related field
<b>Documentation: Course Requirements</b>	✓ 10 Hour Nutrition Education Course <i>(i.e. Healthy EDGE or SNA-approved equivalent course) Healthy EDGE must be taught by a SNA Certified Trainer.</i>
	✓ 10 Hour Trainer Certification Workshop or Adult Education Training College Course <i>(Minimum 1 College Credit)</i>

*If you have a college degree in Education, the 10 Hour Trainer Certification Workshop Requirement is waived.*