



INTERNATIONAL INSTITUTE OF FOOD SAFETY AND HEALTH LIMITED

POLICY

Please review the following details which may be best used for your perusal:

FEES and CERTIFICATION

- IIFSHL will like request that 30% on certification per individual that enrol with your institution to pursue IIFSHL courses. Payment should be sent within 3-4 working days of registration period. Please note that failure to make to payment on time will result in delay of certification being presented.
- However, 20% will be requested with regards to re-certification (re-certification will be only be given once proof is submitted e.g copies of expired certification will need to be sent to IIFSHL)
- Upon presenting individual information for certification, please sure **ALL** details (full name etc) are accurate. IIFSHL will **NOT** be held responsible for incorrect information on printed on certificate.

EXAMINATIONS

- Upon completion of **ALL IIFSHL** courses, **IIFSHL** will like to request the exam papers as soon as possible, where it will then be assessed our international committee. Once all the papers are assessed, they will then be returned to your institution together with the certificates for successful participants.
- If a participant **WAS NOT** deemed successful in an exam, a notification will be sent to your institution prompting the individual to re-sit the exam. This individual will have 3 consecutive chances to re-sit the exam and will **NOT** be issued a certificate until he/she has been deemed successful.
- Please note that a total overall of 80% will be deem an individual successful.

COURSES

IIFSHL reserves the right to:

- Amend the schedule for a course by either the additional or removal of modules/courses, or any other action that may be deemed necessary by our Academic Administration , in order to ensure the proper delivery of our service.
- Evaluate the premises of your institution to ensure that regulatory standards of IIFHL are met and maintained to facilitate the selected course/s. If the standards are not met, IIFSHL reserves the right to decline your institution application form until regulatory standards are met.
- IIFSHL will stand full responsibility of distributing **ALL** course materials such as handouts, power-point slides, manuals etc for selected courses for the use of your institution.

DIRECTOR SIGNATURE

INSTITUTION STAMP

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Contact: 1.868.702.3180