



Dear Seafood HACCP Alliance Instructors,

Starting June 1, 2024, segment one participants will be enrolled in the training under a new course platform run through eCornell. This transition is an attempt to automate the enrollment and course completion process, so participants no longer have to wait for registrations and completions to be issued during business hours.

Once participants enrolled in this new course start to complete, they will no longer be receiving completion emails from seafoodhaccp@cornell.edu. Instead, they will be able to download a "Notice of Segment One Completion" directly from the eCornell student portal within 24 hours of completion. If participants are having trouble accessing their "Notice of Segment One Completion," you can share the directions below with them.

1. Visit ecornell.cornell.edu and click "Login" in the top right corner.
2. Enter your Username and Password.
3. In the left-hand side menu, click "Certificates".
4. Here you will see all certificates and course completions for eCornell courses you are enrolled in.
5. Find "Seafood HACCP Alliance Segment One Course" and click the "Print Certificate" button to download a PDF of your "Notice of Segment One Completion."
6. This notice should be shared with your Segment Two instructor BEFORE attending their training.

The following two pages contain a timeline and table to assist with understanding the transition. If you have any questions related to the segment one training feel free to reach out to seafoodhaccp@cornell.edu.

Best,

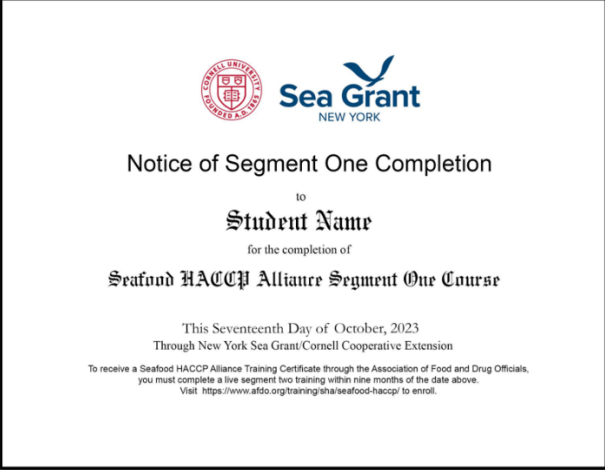
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Date	Activity	Special Notes
June 1, 2024	<p>Course launch in eCornell. Price increases to \$175.00. Students enrolled start receiving the new "Notice of Segment One Completion."</p> <p>This includes the certificate fee.</p>	<p>You can accept the new "Notice of Segment One Completion" and Course completion emails from seafoodhaccp@cornell.edu received within 9 months of your training.</p> <p>No certificate fees paid to AFDO for students with a "Notice of Segment One Completion." Students with a segment one completion email will cost \$50, paid to AFDO. Completion of segment one must be within 9 months of participating in segment two.</p>
December 1, 2024	<p>Old Course platform is retired, and no more completion emails will be sent from seafoodhaccp@cornell.edu</p>	<p>The completion email and "Notice of Segment One Completion" can be accepted if it is within 9 months of your training.</p> <p>No certificate fees paid to AFDO for students with a "Notice of Segment One Completion." Students with a segment one completion email will cost \$50, paid to AFDO.</p>
September 1, 2025	<p>9 Months since the retirement of the old course platform.</p>	<p>ALL participants will need the new "Notice of Segment One Completion" all completions emails from seafoodhaccp@cornell.edu are expired. Completion of segment one must be within 9 months of participating in segment two.</p> <p>AFDO will no longer collect payment from trainers for certificates issued after segment two training.</p> <p>Basic HACCP training certificate fee increases to \$60/person.</p>



Course Completion Email	Notice of Segment One Completion
<p>Michael Ciaramella</p> <hr/> <p>From: Seafood HACCP Sent: Thursday, March 28, 2024 4:11 PM To: Michael Ciaramella Subject: Course Completion Notice</p> <p>Cornell University and National Seafood HACCP Alliance Distance Education Program</p> <p>March 28, 2024</p> <p>Michael Ciaramella NY Sea Grant 500 Development Drive Stony Brook, NY 11794-5002</p> <p>Congratulations!</p> <p>According to our records, you have completed the 12 Modules of the Seafood HACCP Alliance Internet Training course. This message is your official acknowledgement that you have completed the Seafood HACCP Internet training course.</p> <p>The 12 Modules of the Internet course represent Segment One of the standardized Seafood HACCP Alliance Training curriculum. If you would like to receive the "Certificate of Course Completion" from the national Association of Food and Drug Officials (AFDO), you will need to register and attend a Segment Two one-day "live" training session taught by a certified instructor in your area. This AFDO certificate can be used to show that you have completed a standardized seafood HACCP training program, and that you meet the training requirement of the FDA's Seafood HACCP regulation.</p> <p>This message will serve as your record that you have completed the Seafood HACCP Internet training course and as your "ticket" to attend a Seafood HACCP Alliance Segment Two training class. These classes are scheduled by instructors when needed in various locations around the U.S.</p> <p>To see the list of the currently scheduled Segment Two training classes in the U.S. please visit www.afdo.org/training/sha/seafood-haccp/.</p> <p>NOTE: According to the Seafood HACCP Alliance training protocol the segment two course must be completed within 9 months of completing the segment one online course.</p>	 <p>The image shows a certificate template with the following text: Cornell University and Sea Grant NEW YORK logos at the top. "Notice of Segment One Completion" "to Student Name" "for the completion of Seafood HACCP Alliance Segment One Course" "This Seventeenth Day of October, 2023" "Through New York Sea Grant/Cornell Cooperative Extension" A small note at the bottom: "To receive a Seafood HACCP Alliance Training Certificate through the Association of Food and Drug Officials, you must complete a live segment two training within nine months of the date above. Visit https://www.afdo.org/training/sha/seafood-haccp/ to enroll."</p>
<p>The course completion email can be accepted for admittance into a segment two training if it is dated within 9 months of the segment two until September 1, 2025.</p> <p>After September 1, 2025, nine months after the last course completion email will be issued, they cannot be used to participate in a segment two.</p> <p>Instructors will be responsible for collecting and paying a \$50 certificate fee for any participants that provide the course completion email as proof of segment one completion.</p>	<p>On June 1, 2024, the "Notice of Segment One Completion" will be issued to those enrolled in and completing segment one. This can be accepted for admittance into a segment two training if it is dated within 9 months of the segment two.</p> <p>After September 1, 2025, nine months after the last course completion email will be issued, this is the only confirmation of segment one completion that can be accepted for segment two participation.</p> <p>Instructors do NOT have to collect a certificate fee for any participants that provide the "Notice of Segment One Completion" as proof of segment one completion. Their certificate fee was collected when they enrolled in segment one.</p>