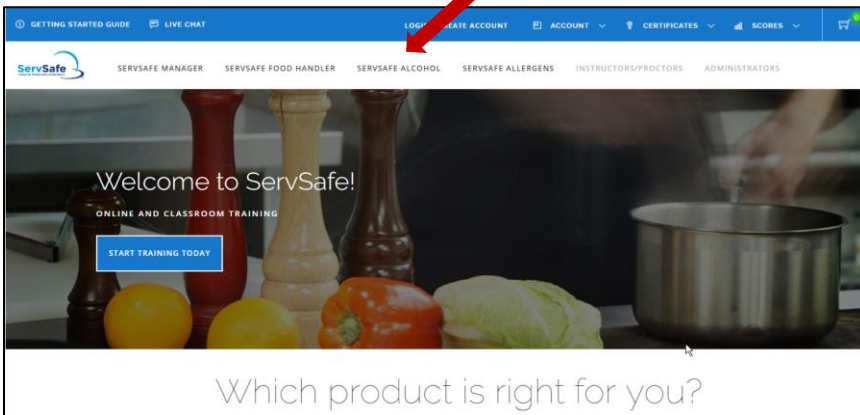
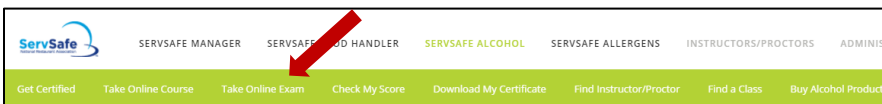


ServSafe® Alcohol

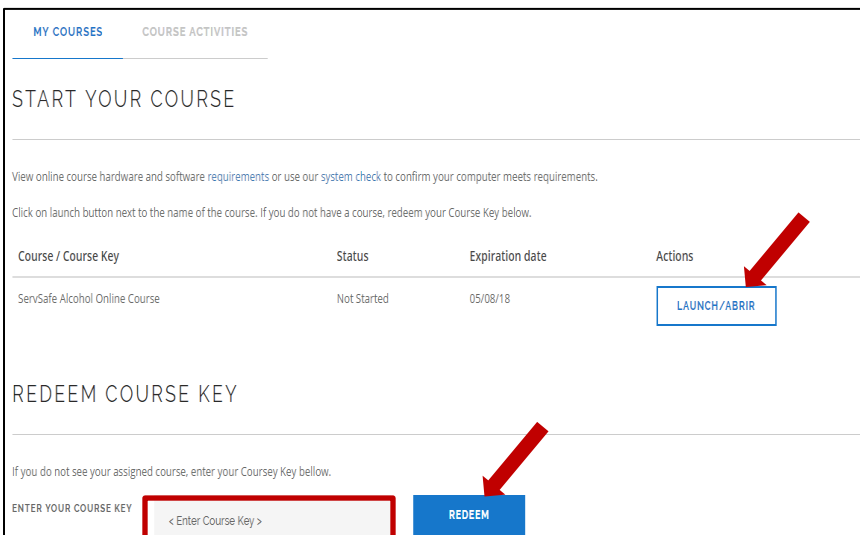
Accessing ServSafe Alcohol Online Course/Exams



Step 1:
Go to www.ServSafe.com and login with your User ID and Password. Select **“ServSafe Alcohol”** on the navigation bar.



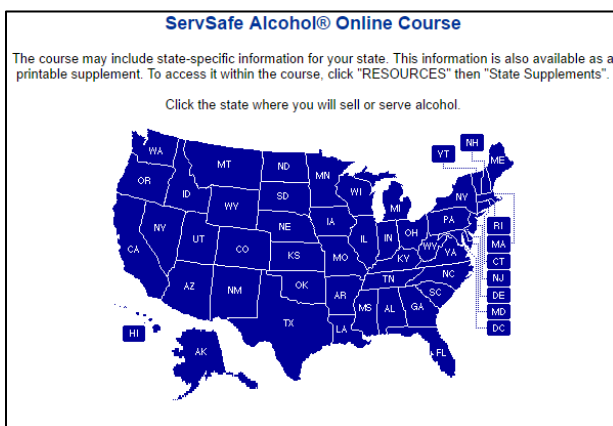
Step 2:
Click **“Take Online Course”** from the navigation bar.



Step 3:
Click **“Launch”** to start your course.

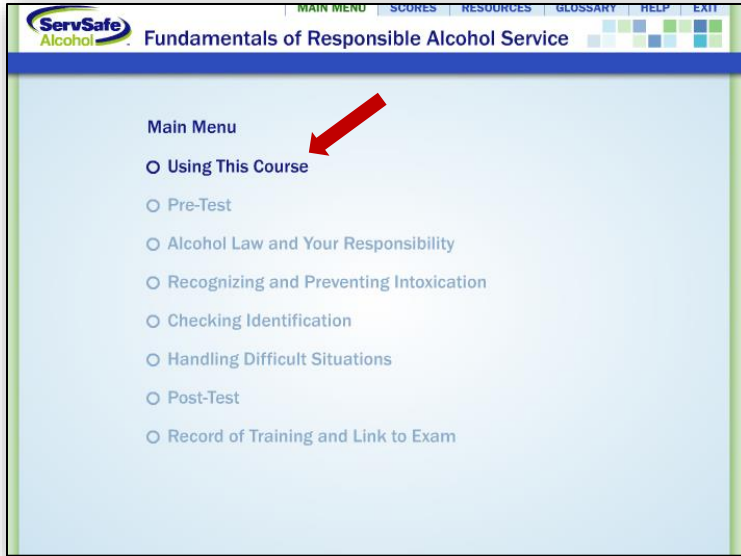
If you do not see your course within the My Courses tab, enter the course key provided by email or your manager XXXXXXXXXX in the box that states **“<Enter Course Key>”**. Click **“Redeem”** to begin the ServSafe Alcohol Online Course.

***Make sure to enter the course key EXACTLY as it appears above. If you receive an error, you may have entered the number 0 (zero) instead of the letter O/o or the number 1 (one) instead of the letter L/l.



Step 4:
Accept the Legal notice and select your state on the map.

***If your state requires a state supplement, make sure you print/review that information.



Step 5:
Complete the Alcohol Online Course”.



Step 6:
At the end of the course, click “Take ServSafe Alcohol Examination” to take the online exam.

GOOD LUCK!

Please take this Practice Exam to be comfortable with the Online Exam interface.

After reviewing these [Exam Instructions](#), please enter your "Exam Access Code" exactly as it appears on your confirmation email or message from your Administrator.

Welcome Examinee

I will answer all exam questions to the best of my ability, without any outside assistance. The NRA Solutions reserves the right to investigate allegations of cheating and potentially revoke my certification.

I ACCEPT | I DON'T ACCEPT

Exam Access Code:

CONTINUE

Step 7:
Select **"I Accept"**. Enter your Exam Access Code exactly as it appears on your purchase confirmation email, as provided by your manager [redacted] in the box that states **"<Exam Access Code>"** and click **"Continue"**.

ONLINE EXAM

Examinee: SHANNON, NEWCOMB
Exam Access Code: SSAP16-MEH-3C2-9JE
Course: 07- ServSafe Alcohol Course & Primary Exam

EXAMINEE PERSONAL INFORMATION

NAME (FIRST, MI, LAST) *

EMAIL *

GENDER *

Step 8:
Complete the Exam Information Form and click **"Continue"** start your exam.

From the drop down box, please select the state you are employed in --OR- "Other" if the state you are employed in is not listed.

If the state in which you are employed is listed in the drop down box, you are required to complete a state-specific quiz in addition to the ServSafe Alcohol the state quiz before you will be able to take the ServSafe Alcohol Examination.

Note: If you purchased the ServSafe Alcohol Proctored Examination, it must be monitored by an Approved ServSafe Alcohol Instructor or a ServSafe Alcohol authorized parties have the capability to obtain a Proctor Access Code, which is necessary to access the ServSafe Alcohol Proctored Examination. If you Primary Examination an official monitor will not be required.

From the dropdown box, please select the state you are employed in -OR- "Other" if the state you are employed in is not listed.

OTHER

CONTINUE

Step 9:
Select the Appropriate State in the Drop Down menu. Click **"Continue"**.

Exam Access Code: SSAP16-MEH-3C2-9JE
Course: 07- ServSafe Alcohol Course & Primary Exam

If you were provided a "Proctor Access Code" from your employer you must enter it in the box below and click the Start Exam link. If you were not given a "Proctor Access Code" link.

Proctor Access Code

START EXAM

Step 10:
Select **"Start Exam"**.

*****If your organization requires, enter a "Proctor Access Code"*****

Examinee	SHANNON, NEWCOMB
Course	07- ServSafe Alcohol
	Course & Primary Exam
Exam Session Number	518823

Congratulations! You have passed this examination!

The above result is presented for your information only and is not deemed final and official until detailed results appear on our website. A print out of this screen is not official proof of passing this examination.

To Receive your Official Examination Results Visit [My Exams](#) to gain access to your official exam results.

To Receive your ServSafe Alcohol Certificate Your certificate will be sent signature-required delivery to the address you provided on the Exam Registration Screen. Expect delivery within 10 business days.

Step 11
: After you complete the exam, you will immediately receive your results.

Click on **“My Exams”** to see detailed exam results.

Step 12:
Click **“View or Print Certificate”**.
Print your certificate.

Class	Course	Date	Score %	Status	Expiration Date	Class Tracking	Print / Reprint Certificate
518823	07- ServSafe Alcohol Course & Primary Exam	05/10/2017	75	Passed	05/10/2020	TRACKING	VIEW OR PRINT CERTIFICATE

If you need further assistance, please contact the National Restaurant Association’s Service Center at ServiceCenter@restaurant.org or 800-765-2122.