

**Completing your Home-Based Microprocessor
Certification Application**

- Attend a Home-Based Microprocessor workshop. You must pass both tests to successfully complete the training.
- When you receive your certificate, make a photocopy to include in the application packet.
- Send copies of recipes for ALL products you plan to process. Recipes must be approved by a University representative. Mail to:
 - c/o Dr. Sandra Bastin
 - University of Kentucky
 - 242 Scovell Hall
 - Lexington, KY 40506-0064Remember, there is a \$5.00 fee for each recipe you submit.
- When you receive the approved and signed recipe process schedules, make a photocopy of each. These will be included in your application packet.
- Draft a label for each product. Attach to the appropriate process schedule. These will be included in your application packet.
- Fill out the application form. DON'T FORGET TO INCLUDE:
 - ◆ Copy of certificate
 - ◆ Copies of each approved recipe
 - ◆ Copies of labels for each product
 - ◆ \$50.00 certification fee
- Sign and date the application. Send to:
 - Cabinet for Health Services
 - 275 East Main Street
 - Frankfort, KY 40621-0001