



Department of
Education &
Workforce



Registering for SFSP online training

1. Open up a web browser such as Google Chrome
2. Go to <http://ohiochildnutrition.com>
3. Click **Login** in the top right



You are not logged in. (Log in)



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HOME

COURSE CATALOG

ABOUT US

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FORGOT PASSWORD?

ENGLISH (UNITED STATES) (EN_US) ▾



4. Click button labeled **Create New Account** in order to create your new user account.

Is this your first time here?

Create new account

Hi! For full access to courses you'll need to take a minute to create a new account for yourself on this web site. Here are the steps:

1. Fill out the **New Account** form with your details.
2. Log in.
3. Now, select the course you want to participate in.
4. You can now access the full course. From now on you will only need to enter your personal username and password (in the form on this page) to log in and access any course you have enrolled in.

New account

▼ Collapse all

▼ Choose your username and password

Username 

The password must have at least 8 characters

Password 

▼ More details

Email address 

Email (again) 

First name 

Surname 

City/town

Country

▼ Other fields

Company 

Agreement Number 
(use "123456" if you
don't have an
Agreement Number)

Create my new account

Cancel

There are required fields in this form marked  .



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5. Complete the form.

When you reach the **Agreement Number** field:

- If you already have an IRN, then enter the number here.
- If you do NOT have an IRN, then enter 123456.

▼ Other fields

Company



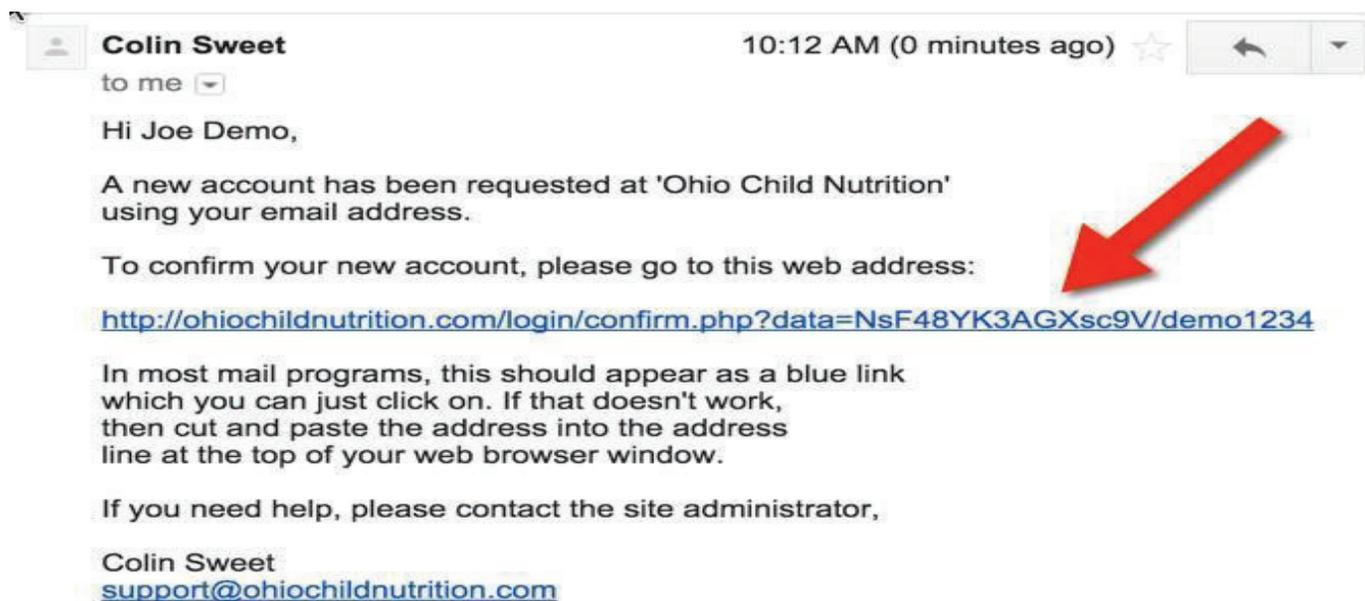
Agreement Number



(use "123456" if you
don't have an
Agreement Number)

6. Click the button **Create My New Account**. This will trigger an email to you so that you can verify your new account.

7. Open your email and click the link to verify your new account.





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8. You will now be logged into the system. Click **Courses** in order to view a listing of the courses you can register for.

9. Click the Course Title you wish to register for.

🗑️ Planning and Administering the Summer Food Service Program 2025 (DEW-178)



Hours: 4

Course Description: This course is designed for new and returning Summer Food Service Program (SFSP) sponsor staff, and will review the regulations and procedures of the SFSP.

🗑️ Summer Food Service Program Annual Refresher Training 2025 (DEW-179)



Hours: 1

Course Description: This course is designed for experienced and successful returning Summer Food Service Program (SFSP) sponsors, and will review the essential regulations and procedures of the SFSP.

10. Scroll down until you see the field **Enrollment Key** and click on the red box.

Enrollment options

🗑️ School Nutrition Programs Annual Training (DEW-310)



Hours: 4

Course Description: The School Nutrition Program (SNP) Annual Training is a comprehensive overview of determining eligibility and the verification process, and meal counting and claiming discussed.

▼ Self enrollment (Student)

No enrollment key required.

Enroll me



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11. You can begin taking the course! Start by clicking on the links in the course outline.

Your progress

SFSP Meal Planning for Summer Success! (DEW-523)



A winning meal is the key to getting great attendance and keeping kids coming to your site all summer long. While SFSP has its special challenges, in this hour our course, participants will explore exciting menu options for cold meals and hot meals. Participants will learn the SFSP meal pattern and then discover how much creativity and flexibility it has to build the best meal pattern for their needs.

Lesson 1

- 1.1 Course Overview
- 1.2 Introduction
- 1.3 Presentation
- 1.4 Quiz
- Certificate of Training

12. After you have completed each lesson you will be asked to complete a quiz for the lesson's assessment. You will have two quiz attempts to achieve a passing score of 80% or higher.

13. A person of Authority (Owner, Executive Director, Board Chair) must complete the entire course and score 80% on all assessments. Your organization may choose other staff members to complete the course or parts of the course.

14. After completing the course, download the final certificate. You will need to upload this certificate to your program application later.