



# Certification Renewal Application

Please fill in the information requested below. Incomplete renewal forms will not be processed.

Step 1: Personal Information			
Last Name	First Name	Middle Initial	
Date of Birth	Name as you wish it to appear on certificate		
Address			
City		State	ZIP/Postal Code
Phone 1	Phone 2	E-mail	
Step 2: Certification Selection			
<input type="checkbox"/> Certified Personal Trainer	<input type="checkbox"/> Group Fitness Instructor	<input type="checkbox"/> Indoor Cycling Instructor	<input type="checkbox"/> Youth Fitness Trainer
Step 3: Checklist And Fees			
<input type="checkbox"/> Documentation of CEC's <input type="checkbox"/> Current CPR/AED Certificate <input type="checkbox"/> Copy of latest Certificate <input type="checkbox"/> Renewal Fee <input type="checkbox"/> Late Fee (if applicable)		<b>Renewal Fees:</b> <input type="checkbox"/> 1 NFPA Certificate \$50 <input type="checkbox"/> 2 NFPA Certificates \$75 <input type="checkbox"/> 3 NFPA Certificates \$100  <b>Late Fees:</b> <input type="checkbox"/> 1 – 60 days \$30 <input type="checkbox"/> 60 – 90 days \$50 <input type="checkbox"/> 90 – 120 days \$75 <input type="checkbox"/> 120 – 12 mo. \$100 <input type="checkbox"/> 12+ months = CPT Reinstatement Home Study Course	
Step 4: Method of Payment			
Renewal Fee: \$	Late Fee: \$	Total Amount: \$	
<input type="checkbox"/> Money Order	<input type="checkbox"/> Check payable to NFPA	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
All Credit Card transactions are processed through the NFPA website @ <a href="http://www.nfpafitness.com">www.nfpafitness.com</a>			

A total of 10 approved CEC hours must be acquired yearly to renew your certification. If you are certified in two or more areas, Group Fitness Instructor, Aquatic Group Fitness Instructor, Personal Trainer, Indoor Cycling Instructor or Yoga for Fitness Instructor, you will still only need a total of 10 CEC's. **Four (4) of your 10 required CEC's must be NFPA workshops.** You may also obtain CEC's through other approved workshops. You must submit a CEC Petition Application Form for approval.

Step 5: Listing of Continuing Education (all non-NFPA courses must be petitioned and approved)			
DATE	COURSE TITLE	PROVIDER	CEC'S
Example: 1-1-12	Fitness Professional Training	NFPA	3

Step 6: Signature	
I hereby certify that the information contained on this renewal is true, complete and correct. I agree to release to NFPA any information relevant to my re-certification. I further understand if any of this information is later determined to be false, the National Fitness Professionals Association reserves the right to revoke any certification that has been granted on the basis hereof. I further understand that NFPA certification does not certify or in any way guarantee the quality of my work as an NFPA fitness professional. I therefore agree to indemnify and hold harmless NFPA, its officers, or staff from any claims due to negligence, omission or faulty advice that I may give to others as an NFPA certified professional. I understand that NFPA is not responsible for any action or damages from any person arising out of my work as an NFPA certified professional.	
Signature	Date