



CERTIFICATION RENEWAL APPLICATION

Your AFAA Certification demonstrates your commitment to excellence. Your certification requires completion of the renewal process in order to maintain the credential.

CERTIFICATION RENEWAL REQUIREMENTS

1. Obtain the required Continuing Education Units (CEUs).

Continuing Education activities are intended to promote the development of professional skills, knowledge and judgment. CEUs are awarded based on the number of hours spent in a structured educational format.

A minimum of 15 contact hours is required for re-certification, and at least two CEU credits must be issued by AFAA.

CEU credits from the following categories are accepted:

- *AFAA Workshops, Self-Study programs, and CEU Corners.*
- *Approved courses offered by AFAA authorized Continuing Education Providers.*
- *Accredited onsite college and university courses in accepted subject areas: Anatomy, Exercise Physiology, Sports Psychology, Nutrition, Kinesiology, and/or Physical Therapy. AFAA units will be equivalent to two times (2x) the amount of college credit (i.e., 3 credit hours = 6 AFAA CEUs).*

*If you have CEU credits that do not fall into the above categories, you will need to complete the AFAA CEU Petition Application.

2. Maintain a current CPR/AED Certification.

The CPR/AED certification is a MANDATORY requirement. All CPR/AED courses are worth 2 CEUs and **must** have a **hands-on** training component. Examples of approved providers include: *American Heart Association, American Red Cross, American Safety and Health Institute.*

IMPORTANT NOTE: The Primary Group Exercise and Personal Fitness Trainer certifications have a two year renewal period. Candidates holding other AFAA credentials (Kick Boxing, Step, Military Fitness Specialist, Weight Training, Telefitness, Yoga, The Wave Workout, AFAA Fitness Practitioner) will be required to complete a final renewal application and will be transitioned to a “specialization”. The specializations will not have an expiration date and will no longer require recertification.

HOW TO APPLY

STEP 1: Complete this application

STEP 2: Make your payment by phone at **800-446-2322, Option 2** or online at www.afa.com

STEP 3: Submit your documentation. Please include:

- This application (with proof of a name change if applicable.)
- A copy of the documents that validate your earned CEUs.
- A copy of the FRONT and BACK of your **hands-on** CPR/AED certificate.

**Please do not send originals. Documents will not be returned.*



CERTIFICATION RENEWAL APPLICATION

STEP 1:

WHAT NAME IS ON YOUR EXISTING CERTIFICATE(S)?

FIRST NAME _____ LAST NAME _____

HAS YOUR NAME CHANGED? _____ YES _____ NO If your name has changed since your current certificate was issued, please submit a copy of the legal proof of your name change with your CEU documentation.

PHONE (_____) _____ EMAIL _____

ADDRESS _____
Street City State/Zip

CONTINUING EDUCATION UNITS

Please submit a **copy** of each required document with your application. Documents will not be returned. CEUs must be earned within 24 months of your application date. A minimum of 15 contact hours is required for re-certification. At least 2 CEUs from an AFAA course must be included.

CATEGORY #	CEU TYPE	REQUIRED PROOF
1	AFAA CEUs (<i>mandatory</i>).	Copy of the Certificate of Completion.
2	CPR/AED Hands-On Certification (<i>mandatory</i>).	Copy of the Front and Back of card.
3	CEUs from an approved provider.	Copy of the Certificate of Attendance or Acknowledgement.
4	Credentialed Courses or Collegiate Coursework.	Copy of the Certificate of completion or Transcript.
5	Authorship in a peer-reviewed publication.	Copy of the Article, Cover, and Table of Contents.

CATEGORY #	CEU PROVIDER NAME	# CEUs



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WHICH CERTIFICATION(S) ARE YOU RENEWING?

Selection	Certification	Cert Number	Exp. Date	\$299* Certify for Life	\$99 Per Cert	\$50 Late Fee**	SUB-TOTAL
	Primary Group Exercise			\$	\$	\$	\$
	Personal Fitness Trainer			\$	\$	\$	\$

WHICH SPECIALIZATION(S) ARE YOU RENEWING?

Selection	Specialization	Cert Number	Exp. Date	\$299* Certify for Life	\$99 Per Cert	\$50 Late Fee**	SUB-TOTAL
	Kick Boxing				\$	\$	\$
	Step				\$	\$	\$
	Military Fitness Specialist				\$	\$	\$
	Weight Training				\$	\$	\$
	Telefitness				\$	\$	\$
	Yoga Instructor				\$	\$	\$
	The Wave Workout				\$	\$	\$
	AFAA Fitness Practitioner				\$	\$	\$
						TOTAL DUE →	\$

* Never pay another recertification fee for this certificate! You must still apply for recertification and provide all supporting documentation. Late fees, if applicable still apply. Specializations are not eligible for Certify for Life.

**A Late Fee is required (per certificate) for applications received 1-180 days after the certificate expiration date.

STEP 2: Make your recertification payment by phone at 800 446 2322, Option 2 or online at www.afa.com

We can only process paid in full applications. **Please allow 30 days for processing.** We will attempt to contact you by email if your application is incomplete. If the application remains incomplete after 30 days, your application will be cancelled and any re-certification fees related to that application will be refunded.

STEP 3: MAIL THIS APPLICATION AND SUPPORTING DOCUMENTS TO:

AFAA RECERTIFICATION
 1750 EAST NORTHROP BOULEVARD SUITE 200
 CHANDLER, AZ 85286-1744