



National Center for Competency Testing
 7007 College Boulevard, Suite 705
 Overland Park, KS 66211
 800-475-4404

Application for Outside CE Approval For Recertification Credit

1. Use this form to submit documentation of completion of outside CE courses.
2. Submit a certificate of completion for each CE course. The certificate must include the date, program title, agency accrediting the program (PACE, AMA, AAPC, etc.), number of CE credit/hours earned, and signature of an approved program official.
3. Submission of this form does not mean that the CE coursework is automatically acceptable for NCCT recertification credit. This information will be reviewed and you will be contacted regarding acceptability.
4. Individuals requesting recertification credit for outside CE courses must still pay the annual NCCT recertification fee.
5. Submit this form with the NCCT recertification application and recertification fee.

Name	Date	NCCT ID #	NCCT Certification	
Mailing Address	City	State/Zip Code	For Recertification Year	
Telephone (Home)	Telephone (Work)			

Instructions: Please complete columns 1-4. Print legibly.

1	2	3	4	*NCCT USE ONLY*	
DATE OF ACTIVITY	PROGRAM TITLE	PROGRAM ACCREDITING AGENCY	# OF CE HOURS EARNED	NCCT APPROVAL	
				YES	NO
TOTAL CE CH REQUESTED					
NCCT USE ONLY				TOTAL NCCT CH APPROVED	