ILLINOIS ACTIVITY
PROFESSIONALS ASSOCIATION

Dediacted to enriching the education and
professionalism of those involved in activity Therapy

Your IAPA Certification Expires:

Certification Renewal Form

To renew your IAPA certification, follow the instructions below.

CAP requires 20 hours of continuing education
CAC requires 40 hours of continuing education

1. In the space below list the continuing education topics, dates and clock hours from the past two years. Only 20% of the hours (4 hours for CAP or 8 hours for CAC) can be in-services.
2. Attach copies of the Certificates in the order listed below with a paperclip (please do not staple.) Certificates must include the topic, instructor's name and credentials, date, location, number of hours, sponsoring agency, and be signed by the instructor of sponsoring agency.
3. Enclose a copy of your current IAPA membership card. **You must keep your membership current during the two years prior to certification renewal.**
4. Enclose a check or money order for $25.00 payable to IAPA.
5. Sign and date this form.
6. Mail all of the above to: Linda Sherman, Oak Crest, 2944 Greenwood Acres Dr., DeKalb, IL 60115

You must complete this section (use reverse side as necessary):

Date **Topic** **Number of Hours**

_____
_____
_____
_____
_____
_____

Total Hours:_____

You have a grace period of two (2) months after your expiration date to renew. After this time you must pay a $30 penalty in addition to the renewal fee of $25. After one (1) year from expiration, you must reapply and meet the current standards in effect. There is a return check fee of $35. A processing fee of $15 will be assessed for each renewal application that is not approved and must be returned.

Signature:_____Date:_____