



CAAP or Sr. CAAP Recertification Form

Name: _____ Email Address: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Number: _____ Cell Number: _____

Please select which certification you are renewing: CAAP Sr. CAAP

Professionals who earn the CAAP or Sr. CAAP credential after October 1, 2012 are required to recertify every three years. The recertification process requires 36 hours of activities in one or more of the following areas: continuing education, instruction, leadership or professional membership. Additional details about PDTI recertification and continuing education can be found by [clicking here](#). Complete the recertification form with a payment of \$150.00 and supporting documentation to: AAAED, 1701 Pennsylvania Ave., N.W., Suite 206, Washington, DC 20006.

AAAED accepts check, debit or credit card (VISA, MasterCard, Discover or American Express) and purchase order. Please make check or purchase order payable to AAAED. If paying by debit or credit card, complete the section below. If you have questions about the recertification process, contact the AAAED National Office at (202) 349-9855 or aaaexecdir@gmail.com.

Select: VISA MasterCard Discover American Express

Name: _____ Phone Number: _____

Billing Address: _____

City: _____ State: _____ Zip Code: _____

Card Number: _____ CCV: _____ Exp. Date: _____

Provide a brief description and the number of hours completed for each area of activity in the boxes below. Attach copies of supporting documentation (e.g., official transcripts, certificates, course descriptions, leadership role, or current membership with a national organization that promotes equal employment opportunity, access, and diversity) with the recertification form.

Continuing Education: _____ hours

Instruction: _____ hours

Leadership: _____ hours

Professional Membership: _____ hours

TOTAL: _____ hours

I certify that I have accumulated 36 hours of activities that meet PDTI recertification:

Print Name: _____ Date: _____