

Submission Information

- This credential renewal application is due for submission by December 31, 2014. Applications submitted after this date may be subject to additional requirements.
- Applications will not be accepted via email, fax or hard copy.
- Incomplete applications will not be reviewed.
- If you would like to upgrade to another credential level, the online application for that credential will have to be submitted. It is not possible to upgrade via a credential renewal application. If you are interested in upgrading your credentials, please click [here](#).
- The credential renewal fee is non-refundable.

Accepted Sources of CCE

I. ICF Approved Training

Training Activity	Required Supporting Documentation
CCE hours delivered by an ICF Chapter.	Certificate issued from the chapter with name of the event/class, date, amount and type of CCE.
CCE hours delivered by an approved ICF provider.	Certificate, letter or email on letterhead issued from the provider with the name of the event/class, date, amount and type of CCE.
CCE hours delivered during an ICF Regional or Global Conference.	Certificate or passport issued from ICF with the name of the event/conference, date, amount and type of CCE.
Training hours from an ICF ACSTH or ACTP program.	Certificate, letter or email on letterhead issued from the provider with the name of the event/class, date, and amount of coach specific training hours.
Special projects and activities approved in advance by the ICF.	Dependent upon the agreement made with ICF staff when your special project or activity is approved.

FOR PREVIEW ONLY
May NOT be used to apply.