



REINSTATEMENT APPLICATION

The following steps must be completed in order to reinstate your NBCC certification:

1. Pay any and all fees due (see below).
2. Attach appropriate documentation for the required number of continuing education contact hours.
3. Read the statements below and, if they are true, sign and date this form.
4. Send to: **NBCC Recertification Department, PO Box 77698, Greensboro, NC 27417-7698.** If **NO** payment is due, please mail to the street address at the top of the page.

When you have completed this process, you will be assigned a new expiration date, and you will receive recertification materials in the mail. If you have questions, please address them to the Recertification Department.

Print Name	Certificate Number
Past Due Fees / Reinstatement Fee / Total Fees Due	Continuing Education Contact Hours Due

Correct Mailing Address, Phone Number and E-mail

NBCC ETHICS ATTESTATION, CERTIFICATION, AND AGREEMENT

BY SIGNING BELOW, I HEREBY ATTEST TO, AND CERTIFY THAT THE FOLLOWING STATEMENTS ARE TRUE, CORRECT, AND ACCURATE TO THE BEST OF MY KNOWLEDGE, AND I FURTHER AGREE TO FULFILL THE OBLIGATIONS SET FORTH AS FOLLOWS:

1. I have never been the subject of any professional or occupational credentialing, licensure, certification, or registration ethics matters or other disciplinary proceeding(s). (If such ethics or other disciplinary matters exist or have existed and have not been previously reported to NBCC, please attach a complete listing and explanation, as well as copies of all relevant documents.)
2. I have never been the subject of any criminal or lesser violations or proceeding(s). (If such matters or proceedings exist or have existed and have not been previously reported to NBCC, please attach a complete listing and explanation, as well as copies of all relevant documents.)
3. I agree to give NBCC timely notice of any home or business address change in writing.
4. I agree to act and conduct my counseling practice in accordance with the current NBCC Code of Ethics and policies.
5. I understand that I am obligated to report any changes, modifications, or corrections concerning my responses to these questions to NBCC in a timely manner and in writing.
6. I understand that any intentional or unintentional failure to provide true, accurate, and complete answers to the questions set forth above may result in the imposition of sanctions by the NBCC Ethics Committee.

Signature	Date
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