



Wellness Coach Renewal Application

To renew your certification:

- ☐ Complete the Wellness Coach Specialty Certificate Renewal Application
- ☐ Submit photocopies of continuing education credits (CECs) earned totaling a minimum of twenty* (20) CECs. (*6 CEC's must be earned *directly* from NETA workshops or home study courses)
- ☐ Include the appropriate renewal fee as listed below and mail or **complete renewal application online**

Today's Date:	Customer #:	Certificate Exp. Date:	
Name:		Address:	
City:	State:	Zip:	Phone: ()
Email:			

CECs Completed**

Course #	Completion Date	# of CECs Awarded	Provider (NETA, ACE, NASM, or AFAA)

** Photocopies of the Certificate of Completion for all CECs/CEUs earned must be enclosed with this Renewal Application.

Certificate Renewal Fees (check one):

- ☐ Prior to expiration \$75
- ☐ 1-90 days past expiration \$90
- ☐ 91-180 days past expiration*** \$105

*** Please note: If the 180-day reinstatement grace period lapses then you must retake and pass the certificate exam to once again earn NETA's Wellness Coach Specialty Certificate.

Method of Payment: Amount Enclosed \$ _____

☐ Check # _____ Made payable to NETA ☐ Money Order

☐ Visa, MasterCard, American Express, or Discover Card # _____

Exp Date: ____/____/____ CVC #: _____ Cardholder's Signature _____

I affirm the information provided in conjunction with this application is accurate. Documentation of the continuing education activities listed above is enclosed with this renewal application. I understand that my certificate may be revoked if any information is found to be false and no refund will be issued.

Signature _____

Date _____

Mail completed Renewal Application, supporting documentation, and renewal fee to:

NETA • 12800 Industrial Park Blvd., Suite 220 • Minneapolis, MN 55441 -OR-

Renew Online at: <https://www.netafit.org/product/wellness-coach-certification-renewal/>

HOW TO KEEP YOUR NETA WELLNESS COACH SPECIALTY CERTIFICATE CURRENT

NETA's Wellness Coach Specialty Certificate is valid for two years from the date of issue. To renew your certificate, you must complete twenty** (20) continuing education credits (CECs) between the date your certificate was issued and the designated expiration. ****Six (6) of the 20 CECs must be obtained directly from NETA workshops or NETA home study courses.** Certificate holders are provided with a 180-day reinstatement grace period if the certificate is allowed to lapse past the designated expiration date; however, a late renewal fee applies (see below). Please note, the official status of your certificate is "expired" during this grace period. If your certificate is not renewed by the end of the 180-day grace period, then you must retake and pass the certificate exam to regain the credential.

NETA automatically accepts CECs/CEUs that are pre-approved by NETA, ACE, AFAA, or NASM. ACE CECs, AFAA CEUs, and NASM CEUs are preceded by a decimal point such that 0.1 ACE CEC, 0.1 AFAA CEU, or 0.1 NASM CEU is equivalent to 1.0 NETA CEC. Health- or fitness-related college/university courses for which a grade of "C" or higher was earned and completed within your recertification period will be evaluated on a case-by-case basis for CEC approval by submitting a completed [Petition Application](#), required documentation (e.g., course syllabus college/university transcript), and a \$25.00 petition fee for each course. All NETA courses provide CECs. If you accumulate more than the required twenty (20) CECs, extra credits are **not** applicable towards a future recertification period.

To ensure you maintain your certificate in good standing, please mail your completed Renewal Application, documentation of CECs earned, and renewal fee two months prior to your expiration date. Send all the renewal information in one packet. Never send forms singularly. If your mailing address has changed, or if you receive duplicate brochures at the same address, please call NETA at 1 (800) 237-6242 to update your customer record.

CERTIFICATE RENEWAL PROCEDURES

- 1. Complete the Renewal Application.** Your NETA customer ID number is listed on certificates of completion issued by NETA and NETA correspondence that is mailed directly to you. If you are unable to locate the Renewal Application, call NETA at 1 (800) 237-6242 or download the form at www.netafit.org.
- 2. Submit photocopies of Certificate of Completion for all CECs/CEUs earned,** totaling no less than twenty (20) CECs from accepted providers (NETA, ACE, NASM, AFAA, or petition-approved courses). Six (6) of the 20 CECs must be earned from directly NETA workshops or home study courses. (Please do NOT send originals).
- 3. The renewal fee must accompany the application.** NETA accepts checks, money orders, and Visa, Master Card, American Express, or Discover.

Renewal fees:

Postmarked prior to expiration date:	\$75
Postmarked 1-90 days past expiration:	\$90
Postmarked 91-180 days past expiration:	\$105

If the 180-day reinstatement grace period lapses, then you must retake and pass the certificate exam to once again earn the certificate.

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Renew online at: <https://www.netafit.org/product/wellness-coach-certification-renewal/>

Incomplete applications will be returned to sender. Please allow 30 days to receive your new certificate.