



CERTIFICATION RENEWAL APPLICATION

STRUCTURED CLASSROOM TEACHER KNOWLEDGE CERTIFICATE EFFECTIVE JANUARY 1, 2020

OPTION I

One Year Certification
Fee: \$90.00

OPTION II

Three Year Certification
Fee: \$245.00

THE FOLLOWING DOCUMENTS MUST BE UPLOADED TO SUPPORT YOUR RENEWAL APPLICATION:

1. COMPLETED CEU LOG
2. COPIES OF CEU CERTIFICATES FOR EACH EVENT RECORDED IN THE COMPLETED CEU LOG

THIS RENEWAL FORM MAY ONLY BE USED FOR CHECK PAYMENTS. RENEWALS WITH CREDIT CARD PAYMENTS MUST BE DONE ONLINE: <https://effectivereading.org/ceri-certification-renewals/>.

PREFERRED CERTIFICATION WINDOW

- I prefer to earn a one-year certification at the cost of \$90.00.**

I understand that I will need to submit evidence of 10 contact hours of KPS-aligned professional development activities to support my renewal application.

- I prefer to earn a three-year certification at the cost of \$245.00.**

I understand that I will need to submit evidence of 30 contact hours of KPS-aligned professional activities to support my renewal application.

APPLICANT PROFILE INFORMATION

FIRST NAME	
MIDDLE NAME	
LAST NAME	
MAILING ADDRESS: NUMBER/STREET	
MAILING ADDRESS: CITY/STATE/ZIP	
EMAIL	
CELL PHONE NUMBER	
CERI CERTIFICANT ID NUMBER	

CEU DOCUMENTATION

	ATTACH
CEU LOG	COMPLETED CEU LOG
CEU CERTIFICATES	CEU CERTIFICATES FOR EACH EVENT RECORDED IN COMPLETED CEU LOG

* Please note that submitted documentation is not returnable. Please submit copies and retain originals for your records. *

APPLICANT AFFIRMATION

I...

- AFFIRM THAT ALL OF THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND ACCURATE AND FULLY RESPONSIVE TO THE QUESTIONS ASKED.
- HAVE READ AND AGREE TO ABIDE BY THE CODE OF ETHICS OF THE CENTER FOR EFFECTIVE READING INSTRUCTION THAT ARE FOUND ON THE CERIWEBSITE.
- AGREE TO ABIDE BY ALL STANDARDS REQUIRED TO MAINTAIN MY CERTIFICATION, INCLUDING PAYMENT OF RENEWAL FEES AND PARTICIPATION IN CONTINUING PROFESSIONAL DEVELOPMENT ACTIVITIES.
- UNDERSTAND THAT MY APPLICATION AND RENEWAL APPLICATION MATERIALS ARE SUBJECT TO AUDIT.
- UNDERSTAND THAT MY CERTIFICATION STATUS MAY BE MADE AVAILABLE TO THE PUBLIC.

PRINTED LEGAL NAME

DATE

SIGNATURE

NAME AS APPLICANT WOULD LIKE IT TO APPEAR ON CERTIFICATION

PLEASE PRINT YOUR LEGAL NAME AS YOU WOULD LIKE IT TO APPEAR ON YOUR CERTIFICATION:

SUBMISSION OF PAPER APPLICATIONS

TO APPLY USING A PAPER APPLICATION SUBMISSION, PLEASE PREPARE THE FOLLOWING MATERIALS FOR SUBMISSION TO THE ADDRESS LISTED BELOW:

1. COMPLETED APPLICATION
2. FEE IN THE AMOUNT OF \$90.00 (1 Year Certification) **OR** \$245.00 (3-Year Certification)
3. COMPLETED CEU LOG
4. COPIES OF CEU CERTIFICATES FOR EACH EVENT RECORDED ON THE CEU LOG

THE CENTER FOR EFFECTIVE READING INSTRUCTION
ATTENTION: CERTIFICATION PROCESSING (RENEWAL SLCT KNOWLEDGE CERTIFICATE)
40 YORK ROAD, 4TH FLOOR
BALTIMORE, MD 21204

(END)



the Center for Effective Reading Instruction

An Affiliate of the International Dyslexia Association

Certification Renewal Application -- Payment by Check

(Renewals by Credit Card: Renew - <https://effectivereading.org/cei-certification-renewals/>)

Please forward completed application, including CEU Log, CEU documentation and renewal fee to the address listed below. Renewals may take up to six weeks for processing. Applicants are advised that CEU documentation is subject to audit.

CERI Certificant ID Number: _____

Name: _____

Street Address: _____

Email: _____

KPS-Aligned CEU Documentation (10 or 30 Hours): Please attach.

Renewal Fee: _____ **Check Number:** _____

Please make checks out to **The Center for Effective Reading Instruction (CERI)**

This renewal form may only be used for check payments. Renewals with credit card payments must be done online: <https://effectivereading.org/cei-certification-renewals/>.

Submission and Acknowledgment:

By signing below, I affirm that the information being submitted is accurate. I understand that I must accrue either 10 or 30 KPS-aligned continuing education units annually in order to maintain my certification. Additionally, I hereby acknowledge the Ethical Guidelines Section of the KPS and commit to adhering to those guidelines while I hold the certification.

Certificant Signature

Date

Submit renewal materials to:
Center for Effective Reading Instruction
ATTN: Certification Renewal Processing
40 York Road, 4th Floor
Baltimore, MD 21204



**CERTIFICATION RENEWAL
CONTINUING EDUCATION (CEU) LOG**

FIRST NAME	LAST NAME	CERTIFICATION ID #	RENEWAL APPLICATION DATE
ADDRESS NUMBER / STREET	CITY	STATE / PROVINCE	ZIP / POSTAL CODE
EMAIL ADDRESS		CELL PHONE	COUNTRY

CERI RECOGNIZED CEU PROVIDERS - KPS ALIGNED TRAININGS AND EVENTS							
DATE(S)	TITLE OF TRAINING	TIME START	TIME END	TOTAL TIME (IN HOURS)	PRIMARY <u>KPS</u> ALIGNED WITH TRAINING (LIST ONE)	SECONDARY <u>KPS</u> ALIGNED WITH TRAINING (LIST ONE)	CERTIFICATE OF ATTENDANCE ATTACHED (✓)
GRAND TOTAL CONTACT HOURS							

--- PLEASE BE SURE TO SAVE THIS DOCUMENT AFTER FILLING IT OUT - CONFIRM THAT YOUR INFORMATION WAS RECORDED ---

CERI RECOGNIZED CEU PROVIDERS - KPS ALIGNED TRAININGS AND EVENTS

DATE(S)	TITLE OF TRAINING	TIME START	TIME END	TOTAL TIME (IN HOURS)	PRIMARY KPS ALIGNED WITH TRAINING (LIST ONE)	SECONDARY KPS ALIGNED WITH TRAINING (LIST ONE)	CERTIFICATE OF ATTENDANCE ATTACHED (✓)
GRAND TOTAL CONTACT HOURS							

Certification holders are required to submit the following documentation to CERI as evidence of having met the Continuing Education Requirements for certification renewal

For conferences, events, trainings, and webinars:

1. Certification renewal Continuing Education Log (CEU Log)
2. Copies of Certificates of Attendance (COAs) from each training or event listed on the certification renewal CEU Log which contain:
 - The applicant’s name
 - The name of the training or event
 - The hosting organization
 - The date of the training or event
 - The total number of clock/contact hours or CEU units earned from the training or event
(1 CEU unit = 10 contact hours)

For university courses:

1. Certification renewal Continuing Education Log (CEU Log)
2. Copies of university transcript(s) containing each course listed on the certification renewal CEU Log which contain:
 - The applicant’s name
 - The name of the university
 - The course name and number
 - The number of credits earned for the course
(1 credit = approx. 15 contact hours)
3. Course descriptions or syllabi for each course listed

Information on the Knowledge and Practice Standards for Teachers of Reading (KPS): <https://effectivereading.org/knowledge-and-practice-standards/>

Information on CERI Certification Renewal and CEUs: <https://effectivereading.org/maintain/>

CERI Frequently Asked Questions: <https://effectivereading.org/faq-2/>

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