



**DOCUMENTATION FOR RECERTIFICATION
NATIONAL CERTIFIED GUARDIAN**



NAME: _____

Date Certified: _____

Recertification for the NCG certification requires attendance/participation in at least 20 hours of continuing education and/or guardianship training every two years. The time period for which you are tracking your CEU's is calculated from the month that you were originally certified; not an automatic calendar year. For example, if you were certified in March 2009, please provide twenty hours from March 2009 – March 2011. Appropriate programs include junior college, university, state bar, state guardianship, or other specific seminars or training courses related to guardianships. Up to 10 hours of continuing education credit may be requested for teaching courses, speaking at seminars, or authoring books or articles. You are required to maintain documentation of attendance in the event additional information is requested by the certification board. The Certification Board may require additional information or documents for random audits. The appropriate documentation includes program brochure and proof of attendance, certificate of attendance. Note: 60 minutes is equal to one CEU credit of instruction. This document is required to be sent to CGC thirty (30) days prior to expiration.

Title of program/course/work: _____

Sponsor: _____

Location: _____

Date(s) presented/published: _____

Number of hours of attendance/teaching/preparation: _____

Title of program/course/work: _____

Sponsor: _____

Location: _____

Date(s) presented/published: _____

Number of hours of attendance/teaching/preparation: _____

Title of program/course/work: _____

Sponsor: _____

Location: _____

Date(s) presented/published: _____

Number of hours of attendance/teaching/preparation: _____

Total Hours: _____

I certify that I have completed the above and that I can produce appropriate documentation if requested by the Certification Board.

Signature: _____

Date: _____