Certification Council for Professional Dog Trainers®

RECERTIFICATION DEADLINE EXTENSION POLICY

A certificant may, at the discretion of the CCPDT Board of Directors, be granted a one (1)-year extension of their recertification date due to extraordinary or unusual circumstances. A recertification extension may be granted only once per certificant.

To request an extension, the certificant must submit a written or email request **no later than 14 days after the expiration date**. The request must include an explanation of the circumstances preventing timely renewal of the certification. The Board of Directors will review the request, and the certificant will be notified if the extension is granted.

Certification Expiration Date	1-Year Extension Request Deadline
June 30	July 14
December 31	January 14

If the extension is granted, the certificant's recertification period will be reset to the number of years back from the new recertification deadline specific to that credential. All CEUs earned prior to the new recertification period will be forfeited and may not be applied to the new recertification period.

CPDT-KA / CPDT-KSA	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Original Recertification Period	CEUs Available for Recertification					
Revised Recertification Period with 1 Year Extension	CEUs Forfeited	CEUs Available for Recertification				

CBCC-KA	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Original Recertification Period	CEUs Available for Recertification					
Revised Recertification Period with 1 Year Extension	CEUs Forfeited	CEUs Available for Recertification				

If the extension is not granted, the certificant's current recertification deadline remains intact.

Extension requests submitted more than 14 days after the expiration date will not be considered.

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