

# FORM 8 – INDIVIDUAL CERTIFICATION RENEWAL

Individual Certification Renewal Form

Check which certification is being renewed.

CDVP

CPAIP

Name:

Address:

Telephone:

E-Mail Address:

Certification #:

Date of Request:

## CDVP/CPAIP Renewal Application Process

1. CDVP and CPAIP certification is valid for two years from date of issue unless suspended or revoked by ICDVP Board for disciplinary reason.
2. The certification may be renewed by completion of the required renewal form and submitting proof that 30 hours of Continuing Education units have been obtained since the professional's last renewal.
3. All Continuing Education units must be related to the 40-hour Domestic Violence training and/or 20-hour PAIP training content.
4. Renewal forms may be submitted no sooner than **two** months prior to expiration of certification.

## Checklist of Items to include in application

1. Application form filled out completely, signed and postmarked by deadline. Incomplete forms or unsigned forms will be returned and may incur additional fees if not submitted by deadline.
2. List all CEU trainings, workshops, conferences, teaching, committee/board participation to be considered for CEU Renewal credit on page 2 of the renewal form.
3. Include copies of attendance certificates/letters for all CEU trainings, workshops, conferences, teaching, committee/board participation to be considered for CEU Renewal credit on page 2 of the renewal form.
4. Include all applicable Petition Forms for non-ICDVP approved CEU trainings/workshops, college credit, teaching or committee/board participation and the required petition fee.
5. Check or money order for the \$75.00 renewal fee and all applicable petition fees made payable to ICDVP, Inc. Renewal fee and petition fees can be combined into one payment. Only one certification renewal/individual per payment.

Mail the completed application and requested materials to  
ICDVP, P.O. Box 429, LaGrange, IL 60525.

Any questions can be e-mailed to [ilcdvp@ilcdvp.org](mailto:ilcdvp@ilcdvp.org)

**Form 8 continued**

**LIST EACH ITEM FOR CEU CREDIT. This should match supporting documentation.**

Attendance Date	Name of training/workshop, teaching/facilitation, college credit, committee/board activity	CEU Hours	• if In-person	• if Petition (attach petition form)
Grand Total number of hours submitted				

I certify that to my knowledge the above information is correct. I understand that submitting false information can result in my renewal application being denied and may affect my status as an Illinois Certified Domestic Violence Professional or Illinois Certified Partner Abuse Intervention Professional.

*Signature* \_\_\_\_\_ *Date* \_\_\_\_\_

~~~~~STAFF USE ONLY~~~~~

|                 |                            |                |
|-----------------|----------------------------|----------------|
| <b>APPROVED</b> | <b>DENIED</b>              | <b>PENDING</b> |
| <b>Date:</b>    | <b>Reviewer Signature:</b> |                |