



## ALTERNATIVE PRE-APPROVAL APPLICATION

Date \_\_\_\_\_ Organization \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Contact Name \_\_\_\_\_ Email \_\_\_\_\_

Providers of multiple CE course or education programs may elect to pay a flat fee annually, as opposed to following the individual education session approval process. This category for pre-approval is for those organizations that may offer a large number of credit sessions/courses. The pre-approval is based on the total number of CE credits they will offer **per year**. Pre-approval must be renewed annually, based on the date of the first pre-approval.

### Fees are based on the following table:

40 - 50 total CE credits	\$200.00
51 -100 total CE credits	\$300.00
101 – 150 total CE credits	\$400.00
151 - 200 total CE credits	\$500.00
201 – 250 total CE credits	\$600.00
251 – 300 total CE credits	\$700.00
301 – 400 total CE credits	\$800.00
401 – 500 total CE credits	\$900.00
500+ total CE credits	\$1000.00

### The following must accompany the application:

Publicity tool for each session/course which shows Speaker and credentials, dates if applicable, course/session title and description, sample certificate of completion (can be used for all sessions), and the number of CE credits being granted per session/course.

Total number of CE credits from face to face education \_\_\_\_\_

Total number of CE credits from home study course, online course, online webinar, etc. \_\_\_\_\_

**Total CE credits** \_\_\_\_\_

*Your application and materials will be reviewed to determine if the NAAP Credentialing Center Standards are met. The CE's must fall within the Continuing Education Topic areas. Incomplete applications will delay your approval. Please mail the completed application and materials with payment to: The NAAP Credentialing Center, 224 N. Millbrook Ct., Aurora, CO, 80018 phone: 303-317-5682*