



COACHING CERTIFICATE RENEWAL

CCI Certified Coaches are required to complete continuing education every two years to maintain their certified status.

All courses that are part of the CCI Continuing Education offering qualify for continuing education for coaches.

Please note, when you register, you will need to create an “entirely new and different” account on our continuing education platform. You will not be able to use your account from the coaching platform.

IN ORDER TO ENSURE A SUCCESSFUL RENEWAL, YOU WILL NEED TO:

- 1- Register (register here: <https://ccicourses.talentlms.com/>)
- 2- Complete a **minimum of six units** of course material (two options)
 - A) You can either sign up for six units of courses:
<https://ccicourses.talentlms.com/catalog>)
 - OR**
 - B) Sign up for the Change in Real Life app, where you can get your **FULL** six units by enrolling www.ChangeinRealLife.com
- 3- Pay the \$100 renewal fee and answer the renewal questions, which can be done here: <https://ccicourses.talentlms.com/catalog/info/id:150>

→ If you are renewing late, you will also need to pay a \$75 late fee, and your renewed certificate will still expire two years from the original certification date:

<https://ccicourses.talentlms.com/catalog/info/id:152>

***The continuing education requirement was discussed in your student agreement, your pre-certification agreement and is on Carolyn’s website, but if you have any questions, please feel free to contact Jeanette.*