

Coaching Credential Renewal Application Checklist

Use this checklist to help monitor completion of required tasks and documentation for your application.

- Complete Coaching Credential Application (check renewal)
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- Updated Coaching Professional Development Plan
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- Letter or log of Reflective Supervision and Consultation Hours
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- Updated PDIS account to verify 45 hours or 3 credits of EC related content
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* Level 1 coaching credentials must be renewed every 3 years. Level II and III applications must be renewed every 5 years. Renewal does not require an application for a higher credential level.

** If you are renewing and applying for a higher credential level, all application materials for level II or III must also be submitted in addition to the renewal documentation.

***All Level II and III applications received by the 15th of each month will be reviewed by the 15th of the following month.



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