



Primary Certification Renewal Application

To renew your certification(s):

- Complete the Primary Certification Renewal Application.
- Submit a photocopy of your adult CPR/AED certification card (front and back) or certificate. NETA will only accept CPR/AED certifications that include a live hands-on skills evaluation, completed in-person or virtually. **NETA will not accept CPR/AED certifications completed entirely online.**
- Submit photocopies of continuing education credits (CECs) earned totaling a minimum of twenty* (20) CECs. (*6 CEC's must be *directly* from NETA workshops or home study courses)
- Include the renewal fee as listed below and mail to NETA or **complete renewal application online.**

Today's Date		Customer #		Certification Exp. Date	
Name			Address		
City		State	Zip		Phone ()
Email				Date of Birth / /	

CECs Completed**

Course #	Completion Date	# of CECs Awarded	Provider (NETA, ACE, NASM, or AFAA)

** Photocopies of the Certificate of Completion for all CECs earned must be enclosed with this Renewal Application.

Certification Renewal Fees: **Group Exercise Instructor** **Personal Trainer**

- Prior to expiration \$75
- 1-90 days past expiration \$90
- 91-180 days past expiration*** \$105

*****Please note:** If the 180-day reinstatement grace period lapses then you must retake and pass the certification test to once again earn a NETA Primary Certification. **Please refer to NETA's *Recertification Handbook* located on NETA's website.**

Method of Payment: Amount Enclosed \$ _____

- Check # _____ *Made payable to NETA* Money Order
- Visa, MasterCard, American Express, or Discover Card # _____
- Exp Date: ____/____ CVC #: _____ Cardholder's Signature _____

I affirm the information provided in conjunction with this application is accurate. Documentation of the continuing education activities listed above and a valid CPR/AED certification is enclosed with this renewal application. I understand that my certification may be revoked if any information is found to be false and no refund will be issued.

Signature _____ Date _____

Mail completed Renewal Application, supporting documentation, and renewal fee to:

NETA • 12800 Industrial Park Blvd., Suite 220 • Minneapolis, MN 55441 -OR-

Renew Online at: <https://www.netafit.org/product/primary-certification-renewal/>

HOW TO KEEP YOUR NETA PRIMARY CERTIFICATION CURRENT

NETA's Group Exercise Instructor and Personal Trainer certifications are valid for two years from the date of issue. To renew your certification(s), you must complete twenty** (20) continuing education credits (CECs) between the date your certification was issued and the designated expiration. ****Six of the 20 CECs must be obtained directly from NETA workshops or NETA home study courses.** Certificants are provided with a 180-day reinstatement grace period if the certification is allowed to lapse past the designated expiration date; however, a late renewal fee applies (see below). Please note, the official status of your certification is "expired" during this grace period. If your certification is not renewed by the end of the 180-day grace period, then you must retake and pass the certification exam to reinstate your credential.

NETA automatically accepts CECs that are NETA, ACE, NASM, or AFAA approved. ACE CECs and NASM CEUs are preceded by a decimal point such that 0.1 ACE CEC or 0.1 NASM CEU is equivalent to 1.0 NETA CEC. 1.0 AFAA CEC is equivalent to 1.0 NETA CEC. Health- or fitness-related college/university courses for which a grade of "C" or higher was earned and completed within your recertification period will be evaluated on a case-by-case basis for CEC approval by submitting a completed [Petition Application](#), required documentation (e.g., course syllabus college/university transcript), and a \$25.00 petition fee for each course. All NETA courses provide CECs. If you accumulate more than the required twenty (20) CECs, extra credits are **not** applicable towards a future recertification period.

To ensure you maintain your certification in good standing, please mail your completed Renewal Application, documentation of CECs earned, and renewal fee two months prior to your expiration date. Send all the renewal information in one packet. Never send forms singularly. If your mailing address has changed, or if you receive duplicate brochures at the same address, please call NETA at 1 (800) 237-6242 to update your customer record.

CERTIFICATION RENEWAL PROCEDURE

- 1. Complete the Renewal Application.** Your NETA customer ID number is listed on your NETA digital credentials and NETA brochures that are mailed directly to you. You may also complete and submit a Renewal Application online at: <https://www.netafit.org/product/primary-certification-renewal/>.
- 2. Submit photocopies of Certificate of Completion for all CECs earned,** totaling no less than twenty (20) CECs from accepted providers (NETA, ACE, NASM, AFAA, or petition-approved courses). Six (6) of the 20 CECs must be earned from NETA workshops or home study courses. (Please do NOT send originals).
- 3. Submit a photocopy of your Adult CPR/AED certification wallet card (front and back) or e-certificate earned from a recognized provider (e.g., AHA, ARC, ASHI, NSC).** NETA will only accept CPR/AED certifications that include a *live* hands-on practical skills assessment, completed in-person or virtually.
- 4. The renewal fee must accompany the application.** NETA accepts checks, money orders, and Visa, Master Card, American Express, or Discover.

Renewal fees:

Postmarked prior to expiration date:	\$75
Postmarked 1-90 days past expiration:	\$90
Postmarked 91-180 days past expiration:	\$105

If the 180-day reinstatement grace period lapses, then you must retake and pass the certification exam to once again earn the certification. Please see the [Recertification Handbook](#) located on NETA's website.

Mail application to: NETA • 12800 Industrial Park Blvd., Suite 220 • Minneapolis, MN 55441

Submit application online at: <https://www.netafit.org/product/primary-certification-renewal/>.

Incomplete applications will be returned to sender. Please allow up to 30 days to receive your digital credentials.