



National Certification Council for Activity Professionals

Setting Standards of Excellence for Quality of Life through Education

317 Office Square Lane, Suite 202A, Virginia Beach, VA 23462 USA | (757) 552-0653 | info@nccap.org

NCCAP CERTIFICATION AND RENEWAL FEES

2018

1. INITIAL CERTIFICATION

A. Home Care Certified (HCC).....	\$30.00 (annual renewal)
B. Adult Day Services Certified (ADSC).....	\$60.00
C. Activity Assistant Certified (AAC).....	\$60.00
D. Activity Assistant Certified Provisional (AACP).....	\$60.00
E. Activity Director Certified (ADC).....	\$90.00
F. Activity Director Certified Provisional (ADCP).....	\$90.00
G. Activity Consultant Certified (ACC).....	\$125.00
H. Montessori Dementia Engagement Certification (MDEC).....	\$30.00
I. MEPAP Instructor.....	\$200.00
J. Senior Discount for Applicants over 65.....	\$10.00 off
K. FAST TRACK: Processing in less than the standard 2-week time-frame.....	\$55.00 (<u>plus</u> the applicable Initial Certification Fee)
L. NCCAP National Exam fee paid to independent Testing Company Comira/PSI ...	\$90.00

2. CERTIFICATION RENEWAL – all Certifications are valid for two years except Home Care Certification which is valid for one year

A. Home Care Certified (HCC).....	\$30.00 (annual renewal)
B. Adult Day Services Certified (ADSC).....	\$60.00
C. Activity Assistant Certified (AAC).....	\$60.00
D. Activity Assistant Certified Provisional (AACP).....	\$60.00
E. Activity Director Certified (ADC).....	\$75.00
F. Activity Director Certified Provisional (ADCP).....	\$75.00
G. Activity Consultant Certified (ACC).....	\$90.00
H. Montessori Dementia Engagement Certification (MDEC).....	\$30.00
I. MEPAP Instructor.....	\$200.00
J. Late Fee. If applying after expiration date.....	\$55.00 (plus applicable renewal fee)
K. Retired Status.....	\$25.00 (no CE's required)
L. FAST TRACK: Processing in less than the standard 2-week time-frame.....	\$55.00 (plus the applicable Renewal Fee)
M. Montessori Dementia Engagement Certification (MDEC).....	\$30.00 (annual renewal)

3. LEVEL CHANGE..... \$70.00



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4. SPECIALIZATIONS

NCCAP offers the following Specializations which require a member to have any current Certification:

- Assisted Living (AL)
- Memory Care (MC)
- Adult Day Programs (AD)
- Person Centered Care (PC)
- Home Care (HC)
- Educating (ED)

- A. Initial Specialization..... \$25.00
 B. Renewal Specialization..... \$15.00

5. CONTINUING EDUCATION (CE) COURSES AND “APPROVED CE PROVIDER” STATUS

A. NEW COURSE APPROVAL:

- Educational Course of 1-8 clock hours..... \$57.00 (per course)
- Educational Course of over 8.5-16.5 clock hours..... \$77.00 (per course)
- Educational Course of over between 17-25 clock hours..... \$127.00 (per course)
plus an hourly plan and detailed summary of content with learning objectives
- Educational Course of 25.5 or more clock hours.....\$177.00 (per course)
plus an hourly plan and detailed summary of content with learning objectives.

- B. RENEWAL..... \$50.00

Renewal of an Educational Course approved the preceding year. If more than 1 year has passed since the course was delivered, then the New Course Approval process and fee apply

- C. “APPROVED CE EDUCATOR” STATUS..... \$50.00 (per year)

NCCAP offers the “Approved CE Educator” status to individuals to help promote courses with the following benefits:

- Posting of their Educational Course in the NCCAP online calendar
- Listed online as a NCCAP Approved CE Educators with a link to their Educational Course
- Can use the NCCAP “Approved CE Educator” emblem to promote their course

- D. FAST TRACK..... \$55.00

To obtain a NCCAP CE approval number for an educational course less than 45 days before the date the course is offered

6. ADMINISTRATIVE FEES

- A. Bounced Check Fee..... \$55.00 (plus payment due)
 B. Submission By Fax Fee..... \$25.00
 C. Processing Fee for Refunds..... \$60.00



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7. NCCAP MEMBER PROFESSIONAL ITEMS

- A. Pin..... \$15.00
- B. Replacement Certificate..... \$15.00
- C. Replacement Member Card..... \$10.00