

VCB EXPIRATION DATE CHANGE REQUEST FORM

This form is optional and cannot be used to recertify any credential. If you need to recertify please see the Recertification Application.

By my signature below I authorize VCB to change the expiration date of the indicated credential(s) to that of my original credential. In this way, recertification for both or all credentials may occur with the same application, most or all of the same education (depending on the credential) and date. I also acknowledge that I may be gaining time or losing time by the expiration date change.

I understand that changing an expiration date may possibly shorten the time I have to accrue continuing education, and no extensions of time or grace period will be granted. Recertification will be due on the new expiration date. (It may be beneficial to delay your date changes if you are in danger of not meeting your obligation of recertifying by the expiration date).

A new certificate will be sent to you upon expiration date change.

Signature: _____ Date: _____

Print name clearly: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

My original credential is a _____ with a current expiration date of _____.

Please change the following credential's expiration date to that of my original credential's date:

Acronym: _____ Current Expiration Date: _____

Acronym: _____ Current Expiration Date: _____

Acronym: _____ Current Expiration Date: _____

Acronym: _____ Current Expiration Date: _____

Please email, mail or fax form to VCB along with the fee of \$25 per credential to be changed.

Fees can be paid using one of the following:

Check/MO (payable to VCB)

Credit Card (Visa, MasterCard or Discover) _____ - _____ - _____ - _____

3-digit code: _____ Exp. Date: _____ Name on Card: _____

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