

CXLT Maintenance of Certification Information

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Overview

To maintain VIT Certification you must do the following:

- Inform William English, Inc. of your change of address or e-mail tag.
- Pay the recertification fee.
- Meet the continuing education requirements for recertification and submit a properly executed recertification application.

Because the field of slip resistance in pedestrian safety is continually evolving, CXLTs must be recertified every three years so as to keep current in relevant developments. Requirements for recertification are based on a point system that gives credits for certain kinds of activities that meet judgment criteria set by William English, Inc.:

- Continuing work experience
- Professional society and technical committee membership
- Publications
- Various continuing education activities
- Related professional certification or registration
- Other noteworthy activities not listed above.

A renewal wallet card will be issued upon successful recertification. Failure to recertify in a timely manner will result in revocation of certification, removal of the individual from the CXLT Registry, and the return of the revoked certificate to William English, Inc.

If your certificate lapses because of failure to renew within 90 days the expiration date, you must reapply and meet all of the current requirements to regain certification, including taking the Certification course.

Specifications

You must achieve at least 18 Continuing Education Credits (CECs) in each three-year period or certification cycle. *All activities for which points are claimed must be completed during the three-year cycle to which they would apply.* The closing date for your cycle is the date of expiration shown on your certificate or renewal card.

Record Maintenance and Reporting

You are responsible for maintaining a record of your activities counted toward CECs and for obtaining any documentation required to verify participation in those activities. You will need to report your activities and CECs using the Maintenance of Certification Worksheet.

Change of Address

It is your responsibility to keep William English, Inc. informed of your contact information. Failure to do so may result in lapse of certification arising from your failure to reapply in a timely manner. Notice of impending expirations will be given in the

William English, Inc. e-mail newsletter, so if you are not subscribed, you will need to keep track of your scheduled renewal date by marking it on your calendar. You may subscribe to the newsletter and notify of your address changes by e-mail at Bill@EnglishXL.com.

To renew your certification, send your completed Maintenance of Certification Worksheet To William English, Inc., P. O. Box 985, Alva, FL 33920 with a check or bank draft for \$150 USD.