

ONLINE CONTINUING CERTIFICATION UNITS (CCU'S)

Several online courses are approved for continuing certification credits. Credits are awarded in each category of structural pest control with each hour of online instruction earning one hour of credit. Training agencies providing this instruction along with the contact person and link to their web page may be found on our Division's website. Visit our website at

<http://www.ncagr.gov/SPCAP/structural/licensingcertification.htm>

and click on the On-Demand Seminars and Workshops link.

It is important to remember that to receive credits from courses taken online, certain procedures **must** be followed. You will first check to see if an online course is approved for credit. Then contact the training agency to enroll in the course. That agency will monitor your progress through the course and provide you with an attendance verification form. The attendance verification form must be filled out with the appropriate licensee signature.

The training agency must also require that the individual receiving the online training pass an examination upon completion of the course work. This examination is closed book and is included as part of the online training. The training provider will provide the Division with the completed attendance verification form along with the examination results. You are not able to receive credit for the same course, during the same 5-year recertification period. Finally, a licensee or certified applicator may obtain no more than 50 percent of their required CCU's through online courses during the five-year certification period. It is important that you have good communication with your training agency to ensure that required paperwork is received by the Division in a timely manner.