

## NationalPTI Petition for Continuing Education Units (CEUs )

Every 2 years our National Personal Training Institute (NationalPTI ) Certified Alumni are required to obtain 2.0 Continuing Education Units. (0.1 = 1 hour, 2.0 = 20 hours ) This form is designed for those Alumni who have taken workshops/courses outside of the NationalPTI CEU Platform and/or courses that have not been previously approved through the NationalPTI. The NationalPTI will evaluate the class that was attended and assign a specific number of credits/units to the course. The number of CEUs assigned will be based off of the course content and how applicable it is to the scope of education required by the NationalPTI, the time spent in a structured learning environment, and the qualifications of the Instructor.

When ALL items of the petition form have been carefully filled out, please email to [support@nationalpti.org](mailto:support@nationalpti.org) or mail your application to: 2727 Philmont Ave, Suite 109, Huntingdon Valley, PA 19006

**Please supply us with the following:**

1. Completed NationalPTI Application Form
2. \$25.00 Non-Refundable Petition Processing Fee Per Course
3. Copy of Certificate of course Completion, including completion date.
4. Detailed hour-by-hour outline of the course
5. Summary of how the course meets the objectives of the NationalPTI education requirements. (Course must be in the scope of practice of the NationalPTI Certification you currently hold. )
6. List of all instructors and their educational qualifications. Instructors must be certified and educated in the area of their teaching.

### Note:

Petitioning for a credit does not guarantee the approval of the course. If you have any questions regarding the petition process please call: 1.800.960.6294 or email us at [support@nationalpti.org](mailto:support@nationalpti.org)

**GOOD NEWS FOR OUR NATIONALPTI FAMILY - We've got you covered!**

### Loyalty Rewards:

If you are taking Continuing Education Units through the National Personal Training Institute to keep your NationalPTI CPT current you don't have to fill out applications, petitions, or pay \$25.00. Save money and time by continuing your education through the NationalPTI. We have new CEUs going live continuously.

## NationalPTI Petition Application Form for Continuing Education Units (CEUs )

Name: \_\_\_\_\_ Date of Application Submission: \_\_\_\_\_

NationalPTI Certification #: \_\_\_\_\_ Type of National Certification: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

### EACH COURSE SUBMITTED MUST INCLUDE THE FOLLOWING:

1. **\$25.00 Non-Refundable Petition Processing Fee Per Course**  
Total Enclosed \$ \_\_\_\_\_ (non-refundable )

Mastercard  VISA  Discover  American Express  Check (USA only )

Card number: \_\_\_\_\_ CVC code \_\_\_\_\_ Expiration Date: \_\_\_\_\_

2. **Course Information (Use multiple pages if necessary )**

Name of Course: \_\_\_\_\_

Date of Course Completion: \_\_\_\_\_ Course Provider: \_\_\_\_\_

Total Hours of Course: \_\_\_\_\_ Location Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Course Website: \_\_\_\_\_

3. **Course Instructor (s) Information (Use multiple pages if necessary )**

Instructor name: \_\_\_\_\_

Instructor Credentials: \_\_\_\_\_

Instructor's Highest Education/Certification Location: \_\_\_\_\_

4. **Course Certificate**

Please attach a photocopy of your certification to this application.

5. You can scan the document and email it to: [Support@nationalpti.org](mailto:Support@nationalpti.org) or mail it to: 2727 Philmont Ave. Suite 109, Huntingdon Valley, PA 19006.

6. **Course Summary**

Please attach a summary describing how this course benefited you as a NationalPTI Fitness Professional.

7. **Hour-by-hour Outline**

Please photocopy or write on a separate piece of paper a detailed description of what the topics/lessons were, each and every hour. Please also include the name of the Instructor for that topic if there was more than one instructor teaching your course.

(Note: CEUs are not awarded in half hour increments. )

If you have any further questions, please direct them to [support@nationalpti.org](mailto:support@nationalpti.org) or call 1.800.960.6294. Petition applications must be completed in their entirety in order to be looked at and processed.