



Texas Association for Pupil Transportation
Continuing Education Credit Hours
REQUIRED FOR MAINTAINING ACTIVE PROFESSIONAL CERTIFICATION STATUS

To maintain professional certification status, Active or Associate Members must submit this form every three years from the **anniversary date** of receiving Professional Certification status and as stated in your Letter of Confirmation.

Email completed form to Marisa@tapt.com.

PLEASE REVIEW MAINTENANCE REQUIREMENTS IN SECTION THREE BEFORE SUBMITTING THIS FORM.

Check the highest level of professional certification achieved:

- | | |
|---|---------------------------------------|
| ☐ TRAINER: | 6 Hours |
| ☐ SPECIALIST: | 12 Hours |
| ☐ SUPERVISOR: | 18 Hours |
| ☐ OFFICIAL: | 34 Hours (Includes 10 for Conference) |
| ☐ ADMINISTRATOR: | 34 Hours (Includes 10 for Conference) |

Name (Print) _____ Certificate # _____

District: _____ Email Address: _____

Have you maintained membership for the last three years? ☐ Yes. (If not, you must catch up. Email Marisa@tapt.com for more information.)

Date of Certification: _____ Anniversary Date: _____

Date CEUs Submitted: _____

Please list all CEUs below:

- List **ONLY** the activities (CEUs) you completed **WITHIN** the 3 years since achieving Professional Certification.
- Use the date of your latest receipt of a level of professional certification.
- Attach certificates for any course taken outside of TAPT.
- Attach a copy of badge for conferences or other documentation.
- **Not necessary to attach copies of completed TAPT PDC courses.**

- Refer to the Maintenance section for appropriate number of CEUs you may claim.

EVENT	PDC #	TITLE	DATE	CEU HOURS
PDC Course/s:	1. 2. 3. 4.			
Chapter Meeting Attendance:	Dates	Chapter Name:		<i>Up to 3 meetings</i>
TAPT Webinars:				
State or National Conference: (Submit copy of Badge):	Date & Location			
Other CEUs: Provide Certificate				

Email completed form with all required documentation to Marisa@tapt.com

Note: if membership has not been maintained for the last three years, please contact Marisa at 281-549-6573 for further information.

Revised 9-1-25