**NCDA Instructor Continuing Education Log**

Record the activities that you attend for recertification of your NCDA Instructor Registry Membership. The activities must occur within the five-year certification cycle. You must obtain 75 hours during each five-year cycle. Any course or activity offered by an NBCC-sponsor or state licensure-approved provider that addresses one or more of the NCDA career competency areas is acceptable. You HAVE/HAVE NOT BEEN selected for an audit so you will need to send supporting documentation.

**Return completed form to:** Mary Ann Powell, NCDA, 305 North Beech Circle, Broken Arrow, OK 74012, fax: (918) 663-7058 or phone: (918) 663-7060 or email mpowell@ncda.org

Name: [name]

My expiration date is: [date]

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| Date | Course/Activity | Content Area | Provider/Sponsor Name | Type of Documentation | # of Hours |
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