



Certified Leadership Professional Renewal Application

IAIP prides itself on developing great leaders. Thank you for continued support of the Certified Leadership Professional (CLP) designation. Application for renewal must be submitted every two (2) years. Failure to renew will result in loss of use of the CLP designation.

Submission Requirements:

- Eight hours of designated CLP renewal courses completed.
- Ten question online course quiz successfully completed with a score of 80% or higher. Quiz retake fees paid (when applicable).
- Course guides must be purchased or provided from a live association event.
- Completed course must be listed in profile and, if necessary, be able to provide attendance confirmation. An incomplete application may cause denial of application.
- Typed applications will only be accepted. Handwritten applications will be returned.
- Initial each page and mail or email a PDF of your completed application to IAIP. Your application will be processed within two weeks of being received.

Note: The application must be submitted by the renewal deadline for no additional fee to apply. A renewal application can be submitted up to one year past the renewal date for a \$10 late fee along with the standard application renewal fee. If you choose not to renew within one year of renewal date, the designation will be forfeited and removed from your profile until the designation is renewed and the late fee is paid.

Application	Payment
<p>Mail: IAIP Attention: Education Dir. 3525 Piedmont Road Building Five, Suite 300 Atlanta, GA 30305</p> <p>Email: education@iaip-ins.org</p>	<p>Mail: Include \$50 member / \$100 non-member application fee with submission. Late Renewal fee: \$10 (if applicable)</p> <p>Online: http://www.internationalinsuranceprofessionals.org Visit the Store and select Designations → CLP Designation Renewal</p>

APPLICATION CHECKLIST

Please read and complete each section fully.

- Section 1: Candidate Information.** I have completed all candidate information.
- Section 2: Certified Leadership Program Education.** I have completed eight hours of designated CLP renewal courses and successfully passed course quiz within the two (2) years after the initial application or previous renewal date. (Qualifying courses are listed on page 2 of application.)
- Section 3: Payment.** I have included payment information with this application for the renewal fee.
- Section 4: Attestation.** I have signed to indicate my acceptance of the application attestation.

SECTION 1

CANDIDATE INFORMATION

Name _____ Member ID _____

Mailing Address _____

City, State, Zip _____

Email _____ Home Phone _____

Company _____ Work Phone _____

Local Association _____ Region _____

Member at Large

CERTIFIED LEADERSHIP PROGRAM EDUCATION

Fulfill the Certified Leadership Program Education renewal requirement by completing eight hours in any of the following courses. Check course attended and include the completion date, location where course was completed and the score for the online quiz.

CERTIFIED LEADERSHIP PROGRAM EDUCATION			
Course	Completion Date	Location <i>(Name of local/council/region/convention, city and state or Self-Study)</i>	Quiz Score
<input type="checkbox"/> Assertiveness Skills <i>(4 hours)</i>			
<input type="checkbox"/> Behavior Interviews <i>(4 hours)</i>			
<input type="checkbox"/> Developing Emotional Intelligence <i>(4 hours)</i>			
<input type="checkbox"/> Effective Communication <i>(8 hours)</i>			
<input type="checkbox"/> Navigating Difficult Conversations <i>(4 hours)</i>			
<input type="checkbox"/> Solid Business Writing <i>(4 hours)</i>			
<input type="checkbox"/> Talk Like a Leader <i>(4 hours)</i>			
<input type="checkbox"/> The Art of Influencing Others <i>(8 hours)</i>			

Please initial each page before submitting completed application.

SECTION 3

PAYMENT

- All fees must accompany the application. The application fee is \$50 for members and \$100 for non-members.
- The application fee includes a \$15 non-refundable processing fee. Application fees, less the non-refundable processing fee, will be refunded only if your application does not meet the eligibility requirements for CLP renewal.

Pay by Check: Please send application, documentary evidence of completion of education requirements and check for the matriculation fee to:

IAIP
 Attention: Education Director
 3525 Piedmont Road
 Building Five, Suite 300
 Atlanta, GA 30305

Pay by Credit Card: Please pay matriculation fee through the online store at <http://www.internationalinsuranceprofessionals.org>. Email your application, supporting documents and a copy of your receipt of payment to education@iaip-ins.org.

SECTION 4

APPLICATION ATTESTATION

I CERTIFY THAT THE ABOVE STATEMENTS ARE COMPLETE AND TRUE AND ARE MADE IN FULL COMPLIANCE WITH THE CODE OF PROFESSIONAL ETHICS OF IAIP.

Signature of Candidate

Date

IAIP Corporate Centre Use Only	
Receive Date	_____
Process Date	_____
Eligibility Date	_____
<i>(if different than above)</i>	
Processed By	_____
	Approved Denied

Please initial each page before submitting completed application.

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