



NCCPT EXCEPTION REQUEST / APPEAL FORM (Please print)		(TO BE COMPLETED BY THE PERSON MAKING THE REQUEST)	
Date:			
Your name:			
Current street address:			
City/State/Zip:			
Daytime phone:			
Email:			
Nature of Request (Select one):	<b>Exam Eligibility</b>  <b>Exam Accommodation</b> (additional form required)	<b>Recertification</b>  <b>Exam Performance</b>	
Details of the Request/Appeal			
Please describe your request in detail (attach additional sheets of paper if more space is needed).			
<b>Additional details if applicable:</b> Certificate number(s): Expiration date: Are CEUs completed? If no, when will CEUs be complete?			

**Please attach any documentation supporting your request/appeal that you want the NCCPT Certification Appeals Committee to consider.**

I understand that this exception request/appeal form will be reviewed by the NCCPT Certification Board Appeals Committee, and I will receive a letter from NCCPT informing me of the Committee's decision. I also understand that NCCPT's policies regarding exception requests and appeal processes are provided in detail in the Candidate Handbook.

\_\_\_\_\_  
Signature of person making the request/appeal

\_\_\_\_\_  
Date

Please email the completed form and any attached documentation to: support@nccpt.com.