Maintaining your CLP Certification

A Review of the CLP Certification Renewal Process

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Why Maintain Your CLP Certification?

* The CLP establishes a high standard among professionals involved in licensing, business development, management of intellectual property or technology commercialization.

* Participation in continuing education activities increases and broadens your knowledge about evolving licensing issues.

* The CLP demonstrates your commitment to ongoing education and the licensing profession overall.

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Recertification Requirements

* Earn 40 continuing education (CE) credits within the three-year certification period
* Be active in licensing
* Complete the online recertification application
* Pay the renewal fee

Acceptable CE Activities

Eligible activities include:

* Full-time licensing employment
* Attendance/Participation in workshops or conferences
* Speaking/Presenting in workshops or conferences
* Publishing written materials on relevant industry topics
* Serving as an expert witness or arbiter

Acceptable CE Activities

The Renewal "Rule of Thumb…"

* CE activity is educational in focus and covers content areas on the CLP exam

* A summary table of CE value is available on the CLP Web site

* See the Recertification section of the candidate handbook for a complete description of CE requirements

Completing Your Recertification Application

* Login to the online application portal

    * Select "Returning/Recertification Candidate"
    * Login using your original login/password
        * Click "forget password?" to retrieve password OR email clpinfo@licensingcertification.org

* Select **Renew Certification by CE Credits**

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Completing Your Recertification Application (continued)

* Begin logging your CE activities indicating the **CE category, Provider, Course, Credits and Description**

  * Review the CLP Recertification Policy to ensure you include all required information for the selected CE category. Often an agenda, web site, or notes from the course is helpful to include in the Description.

* Select **Add** to save the activity.

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To filter the CE offerings, select a CE category using the drop-down menu and click Filter. To remove the filter, select <none> from the CE category drop-down menu and click Filter.

CE Category:

| <none> | ▼ | Filter |

Provider:

| Please select one. | ▼ |

Course:

| Please select one | ▼ |

Credit Hours:

| |

Enter a brief description of the CE activity noted above. The description should indicate how the CE activity is related to licensing.

Description:

| |

[Add]

Completing Your Recertification Application (continued)

* Continue to log activities until complete.

* After entering all activities, proceed to the **Renewal and Experience Attestations**.

* Enter payment information and **Complete Purchase** to submit your application.

* New certificates will be mailed via USPS to your address on file: **Ensure that your contact information is up to date (see the left hand menu of the online system).**

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Recertification Application Tips

* Credits are summed as they are saved. Remember you need at least 40 CE credits to complete your application.

* Don't forget to log your full-time employment credits, if applicable (maximum 18 credits per recertification cycle).

* After saving an activity, you may exit the application and reenter when you choose to complete it.

* Log credits as you complete continuing education to make recording your credits quick and easy.

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Questions?

* Recertification FAQs are available online.

* Didn't find the answer you need? We look forward to assisting you with any inquiries. Contact CLP at clpinfo@licensingcertification.org.

Resources

Visit CLP online at
www.licensingcertification.org/recertification
to access all of the recertification information.