

National Association of Drug and Alcohol Interventionists
PO Box 265, Chanhassen, MN 55317
PHONE: 215-220-6764

Renewal Application

Please type or write directly into the Application Boxes. Save a copy for yourself, and mail a signed copy to the address above, with ALL required documents and payment as outlined at end of this application. You can also e-mail your completed application to us at **customerservice@nadai.us**

Renewals will **NOT** be processed without completion of this application, regardless of if you have paid the fees or not. The delay in processing will be due to the non-completion of this application.

All re-applicants must recertify within **6 months of the expiration date of certification**. Those reported falsely using expired certification in their line of work will be fined \$175.00 and \$50.00 per month over the 6 month grace period that they have not renewed. **You may not be eligible for renewal if any misconduct is reported while using expired certifications.**

PART A: Please fill out all the information and sign.

- Please note: Your name will appear as written below, on the certificate, unless specified otherwise.

Name:	DOB:	
E-mail:	Phone/Mobile#:	
Address (incl. street number):	City:	Country:
	State:	Urb. Code:
	Zip/Postal:	
Applicant Signature:		

PART B: Check the appropriate box for certification(s) you are renewing and **circle the level** of certification. **Do not apply for renewal of certifications you have not already been granted.**

Renewal Fees (please inquire for 1- and 3-year renewal costs):

- **\$220.00** for one certification (two year)
- **\$170.00** for each additional being renewed at the same time (also two year)

CERTIFICATE NAME	TITLE	
Certified National Drug and Alcohol Interventionist	C.N.D.A.I.	
Certified Addictions Therapist I / II / III/ IV (Please circle one)	C.A.T.	
Certified Crisis & Disaster Therapist	C.C.D.T.	
Certified Anger Management Therapist	C.A.M.T.	
Certified National Clinical Supervisor	C.N.C.S.	
Certified National Family Specialist	C.N.F.S.	
Certified National Forensic Counselor	C.N.F.C.	
Certified International Life Coach	C.I.L.C.	
Certified Recovery Specialist	C.R.S.	
Certified Master Addictions Counselor I / II / III / IV (Please circle one)	C.M.A.C	
Certified National Drug Counselor Specialist	C.N.D.C.S.	
Certified National Master Instructor	C.N.M.I.	
Certified Dual Diagnosis Clinician	C.D.D.C	
Certified Grief Therapist	C.G.T.	
Certified Mental Health Counselor	C.M.H.C	
Certified National Prevention Specialist	C.N.P.S.	
Certified Behavioral Specialist I / II / III (Please circle one)	C.B.S-I	
Certified Stress Management Therapist	C.S.M.T.	
Certified Clinical Supervisor	C.C.S.	
Certified Child & Family Therapist	C.C.F.T.	
Certified Addictions Counselor I / II / III / IV (Please circle one)	C.A.C.	
Certified Child & Family Therapist	C.C.F.T.	
Certified National Pastoral Counselor	N.C.P.C.	

Certified Pastoral Chaplin	C.P.C.	
Certified Stress Management Therapist	C.S.M.T.	
Certified Domestic Violence Therapist	C.D.V.T.	
Certified Master Recovery Coach	C.M.R.C.	
Certified Master Recovery Escort	C.M.R.E.	
Other (please specify):		

**PAYMENT OPTIONS &
MAILING REQUIREMENTS**

- **No Personal Checks**

Accepted Payment Types:

- Money orders
- Certified checks
- Cashier checks

The preferred method of payment is through PayPal. Ask for an invoice to be sent to your email address or follow the options on www.nadai.us

Make Checks Payable to:

[N.A.D.A.I.](#)

Send Payments to:

[National Association of Drug and Alcohol Interventionists](#)

Or

[N.A.D.A.I.](#)

PO Box 265

Chanhassen, MN 55317

- Send checks or money orders by using a shipping method that **includes a tracking number.**
- E-mail tracking number and notification of application/payment sent to: customerservice@nadai.us

Any postal carrier is acceptable if the package can be tacked to prevent loss of payment. If you send a payment without a tracking number, we cannot verify the payment was sent and you will have to send it again, with tracking. **NADAI is not responsible for missing payments that were sent without tracking or notification.**

Carriers you can use to mail payments/applications:

- USPS (Express or Priority)
- FedEx
- UPS
- DHL
- Others

I have read and understand the above payment requirements.

Signature of Applicant: _____

Date: _____

**AUTHORITY FOR RELEASE
OF INFORMATION AND RECORDS**

The Information I have provided on this application is accurate to the best of my knowledge. Any misrepresentation or deliberate omission of any fact in my application or other materials will be justification for refusal or revoke without refund. I am currently not addicted, and I am drug free.

I voluntarily authorize The National Association of Drug and Alcohol Interventionists and Intervention Institute Inc. to verify the above information pertaining to this application and release from liability all persons or entities supplying or collecting such information.

This release is valid for 360 days from the date signed. Copies of this authorization that show my signature are as valid as the original release signed by me.

Your Full Name (Typed or Printed): _____

Date of Birth: _____ / _____ / _____ **Last 4 Social Security No.:** _____

Home Street Address: _____

Signature of Applicant: _____ **Date:** _____

A valid signature of the applicant is required. **A legally binding *electronic signature*** will be accepted if you choose to e-mail the application. All applicants attest that they are sober and not wanted by the law, and mentally stable. No refunds after issuance.

What To Include in Your Application Packet

- A fully completed renewal form for re-certification.
- Evidence of 40 hours of continued education (CEUs) through either a training class, workshop, or working in the field, since your last renewal. A letter from a manager or supervisor can be submitted as proof for field hours in lieu of CEUs, if training has not taken place.
- Certification renewal fees as applies.

Please Note:

Certification will only be issued if the applicant fulfills ALL the requirements and their renewal application is approved by the board of N. A. D. A. I. Certificates cannot be copied or scanned unless otherwise given permission to by the Board. The seal(s) affixed to certificates are copyrighted by N. A. D. A. I. Unauthorized use is prohibited as is unauthorized copying, scanning, or tampering, will have that certification revoked immediately, without refund.

Working with expired NADAI certification is forbidden. You have the responsibility of contacting N.A.D.A.I. for renewal of expired certification within 6 months of expiration date, or you will have to re-apply and pay the appropriate rates.

The normal processing time for new applicants and renewals is 5 - 14 business days, from receipt of both payment and application packet. Payment without application or application without payment will delay processing times.

If you would like a PDF file version of your certificate, please inquire. This will be at no cost, and you will still receive the hard copy/paper version in the mail, as long as shipping fees are paid. PDF copies will not include the gold, foil seal. Please allow 1-2 business days for PDFs to be e-mailed.

If you would like expedited processing, please request this when sending in your application. Cost of 4-Day Expedited Processing Service - \$45.00. Processing time does not include the time it takes for certifications to arrive in the mail.

Shipping:

- Priority Mail® - US & US Territories - **\$10.00**
- Priority Mail Express® - US & US Territories - **\$30.00**
- Priority Mail® International - Canada - **\$31.00**
- Priority Mail® International - United Kingdom/Northern Ireland - **\$70.00**
- For all other Countries, please inquire about the cost.

N.A.D.A.I. will not be responsible for any additional duty and/or tax fees, your country charges to receive packages internationally.