



I hereby agree, if certified by ADDA International - American Design Drafting Association - American Digital Design Association (ADDA) at any level, I shall and will abide by the Constitution, By-Laws and the Code of Ethics of the ADDA. I will uphold the traditions, morals and standards of the ADDA and the Profession as outlined, established, adopted or set-forth by the Board of Directors and the Board of Governors of the ADDA International. I have also read and understand the renewal process

Last Name \_\_\_\_\_ First / Initial \_\_\_\_\_

Certification Level  AD  CD  CDD  CDT

Discipline  Mechanical



Certification Renewal  
Application

**ADDA Professional Certifications do expire.** Certifications are time and date sensitive. Certifications are renewable upon meeting specific criteria. The purpose of the renewal process is to assure the individual continues to meet the standards of industry and the necessary exposure to the profession and requirement based on the specific discipline in which the individual is employed or is exposed. Since the profession by nature requires a continuous training process to maintain industry criteria for the purpose of building, manufacturing or production, exposure to these methods and processes allow individuals to maintain and consistently update their skills and abilities.

Each Certification Renewal is viewed individually based on the criteria used by ADDA and accepted by major design firms and departments around the world. Additional training and continued work improvement are necessary to maintain the certification status. Each Certification Level is renewed based on specific requirement for that level. Most Certifications expire if not renewed based on a specific time period from the month and year the certification is issued.

\* Members who have 3 years or more, continuous annual membership shall receive the Select or Elite Membership Pricing.

\*\* Notice: Contact training hours will be required in design related courses. Unrelated Software Training will not be considered applicable.

All related documents indicating verifiable CEU hours will be required. *Beginning January 2013, all recertification will require Employment and 30 CEUs or 100 CEU's of related certification level training, if employment criteria cannot be fulfilled. (1 CEU = 1 contact hour of training or education). Licensure CEU's are generally accepted.*

ADDA will accept pre-payment for Select or Elite Membership to meet the requirements of the lower renewal fees.

However pre-payment will be required for memberships prior to the next certification renewal cycle.

Accepting this option requires Continuous Membership during the certification cycle.

**Professional Select Membership** - ADDA Certified Professionals in North America at any level certification. \$215.00 for three years - Renewal \$170.00

**Professional Elite Membership** - ADDA Certified Professionals in North America at any level certification. \$325.00 for five years - Renewal \$250.00

See [ADDA Membership Application for membership requirements and additional information](#)

**Individuals will be notified by last recorded address on file in the ADDA Corporate Office.**

Each Certified Professional is responsible for maintaining current information to ADDA. Renewal Application must be completed and returned to ADDA with payment.

Employer or School must verify employment criteria listed on Renewal Application.

Proof of Related Training must be supplied with application.

ADDA will verify membership requirements for ADDA Member Renewal Rates.



**ADDITIONAL INFORMATION visit our website**

[www.adda.org](http://www.adda.org)

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