



**Inactive
Status
Application**



Nephrology Nursing Certification Commission

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Certification Commission**



Inactive Certification Status Application

A Certified Nephrology Nurse may request inactive status if he/she is unable to meet the requirements for recertification.

If approved, inactive status will be granted for only one, three (3) year period. During this time, the CNN credential cannot be used. In order to recertify after the three (3) year inactive period, the criteria for regular recertification must be met and a new recertification application, including the application fee, must be submitted. Under no circumstance will the inactive period be extended beyond three years.

INSTRUCTIONS

Complete the application for inactive status in its entirety and submit a letter describing the reason. Please print or type all information requested. Applications for inactive status must be received prior to the certification expiration date, no later than the last day of the month in which your certification expires.

Application Fee (check one): \$75 \$50 Late fee
 Payment Method (check one): Check or money order Charge my credit card Visa MC

1. Name _____
Last Maiden First Middle

2. Expiration date of current certification _____

3. Home address _____
Street City State Zip

4. Home phone _____ Work phone _____

5. Fax _____ E-Mail _____ Last 4 digits of social security number _____

6. Has your address changed in the past three (3) years? yes no

7. RN license: State _____ Permanent number: _____ Expiration date _____

I hereby attest that I have read and understand the NNCC information provided in this application booklet. I hereby apply for inactive status and verify that all information is correct.

Legal Signature _____ Date _____

Credit Card Authorization Form

The NNCC accepts only Visa and MasterCard credit cards.	Home telephone: _____
Name: _____	Work telephone: _____
Address: (as it appears on your credit card statement) _____	Charge my: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard the amount of \$ _____
City: _____	Card number: _____ CVV _____
State: _____ Zip: _____ Country: _____	Expiration date: _____
	_____ <i>Authorized Signature</i>

Did You Remember to ✓

- Complete inactive status application?
- Include a letter of explanation?
- Include a check or money order for the appropriate fee?
- Additional late fee if submitted after expiration date?
- Sign and date the application?

Mail to NNCC:

East Holly Avenue Box 56
Pitman, NJ 08071-0056