



COMMISSION ON REHABILITATION
COUNSELOR CERTIFICATION

Need to Request an Extension?

If you would like to request an extension for your renewal, click the credential in the **My Certifications and Renewals** section.

The screenshot displays the CRCC user dashboard. At the top left is the CRCC logo (Commission on Rehabilitation Counselor Certification). The top right shows a welcome message for Susan A. with links for Sign Out and Cart. Below the header are three main sections: My Contact Details, My Certifications and Renewals, and My CRCC Links. A green arrow points to the 'CRC' credential in the My Certifications and Renewals table.

Welcome, Susan A. You are signed in. (Sign Out) Cart

My Contact Details Edit Primary Info

Name: Susan A Stark, CRC
Customer ID: 106430

1699 E Woodfield RD Ste 300
Schaumburg, IL, 60173-4957
UNITED STATES
✉ sstark@crccertification.com

Edit Demographics

My Certifications and Renewals

Credential	Status	Valid Through
CRC	Certified	09/30/2024


My CRCC Links

- Apply for CVE Certification
- CRCC eUNIVERSITY Catalog
- CRCC eUNIVERSITY Annual Savings Plan
- My CRCC eUNIVERSITY Courses
- My Invoices
- My Contact Info
- My Expertise & Languages
- Confirm Certification Status
- Locate a Certified Professional
- CE Providers
- Change My Password

When your renewal requirements page opens, click the **Request Extension** button.



Customer:	[Redacted]	Customer ID:	[Redacted]	Submit Application
Current Renewal Application:	CRC Renewal			
Current Renewal Cycle Start Date:	04/01/2016			
Current Renewal Cycle Due Date:	04/30/2021			
Renewal Application Submission Date:				Request Extension



The Submit Application button will function when your continuing education requirement has been met. If you are renewing by re-examination, go to the Renewal Checklist tab.

Your requirements can be accessed from this page. Click the tabs to see the requirements. Notice the icons associated with the statuses.

- Dashboard
- Renewal Checklist
- Continuing Education Checklist
- Exam Results

Locked Unlocked Completed Under Review Further Action Met

Select the **30 Days** extension OR the **1 Year** extension.
Click the **Next** button.



Renewal Extension

Renewal extensions must be submitted and the fees associated with the extension must be paid prior to your renewal deadline date.

Continuing education may be accrued during your extension period. Your certification will remain in an active status during your extension.

You may complete the renewal process at any time during your extension.

Please note: Your renewal deadline date for the next cycle will not be changed.

- Renewal Extension Fee - 30 Days
- Renewal Extension Fee - 1 Year



Next

Add the extension fee to your Shopping Cart
By clicking the **Next** button.



Renew Extension Request

Add to Cart

Price:

Quantity:

Required



Next

You'll see the extension fee in your Shopping Cart.
Click the **Check Out** button.

[Checkout](#)

CRCC Shopping Cart ✕

Item	Price	Discount	Net total	Paid Amount	Balance Due
Renewal Extension Fee - 30 Days		0.00		0.00	
	Required				

Cart Total

Subtotal: \$0.00

Total discount: **0.00**

Net Total: \$0.00

Total Paid: **0.00**

Balance Due: \$0.00

Discounts: Enter Discount Code (if applicable)

Discount:

[apply](#)



[Checkout](#)

Confirm your name and billing information.
Select your method of payment.
Click the **Continue** button.

Continue

Customer Information

Customer:

Use this phone:

Use this email:

Billing Information

Bill to:

Billing contact:

Pick your billing address:

Required

Bill to:

Payment Information

Payment amount:

Payment method:

Invoice total:



Continue

Confirm your order and click the
Submit Order button to complete
your payment.

You should receive an e-mail confirmation of your payment.