



American Council of Hypnotist Examiners
3111 Camino del Rio N., Ste. 400, San Diego, CA 92108, USA
Dr. John Butler, President – Gil Boyne, Founder
619-280-7200 • hypnotistexaminers@gmail.com

APPLICATION FOR SCHOOL/INSTRUCTOR RENEWAL

Dear School Owner,

Your status as Certified Instructor, Designated Examiner and Approved School is due for renewal on December 31, 2018. Approval is for a 1-year period, until December 31, 2019.

School name _____

Director's name _____ Member # _____

Mailing address _____

City _____

State _____ Country _____ Zip code _____

Tel: Home _____ Bus: _____

Email _____

Website _____

New address/contact information

Along with your renewal fees include a copy of

- Your school catalog only if there have been significant changes
- Outline of the current classes you offer
- Current class schedule
- New continuing education courses - must be approved by the Education Committee

In order to renew this status, personal A.C.H.E. certifications must be current for the school director and any instructors teaching the core curriculum.

School certificate Instructor certificate* Designated examiner certificate

List names and member ID for each instructor other than the school director

*Core curriculum only; guest instructors are exempt

Complete both sides

I wish to have an updated listing for our continuing education courses Yes No
Listings will be posted here:
<http://hypnotistexaminers.org/certification/continuing-education-courses/>

If yes, check all that apply to the update

Live training Online courses Home study courses

Mail your renewal packet and check payable to:

A.C.H.E.
3111 Camino del Rio N., Ste. 400
San Diego, CA 92108

Or use our online form:

<http://hypnotistexaminers.org/approved-schools/application-for-school-renewal/>

Feel free to contact our office if you have questions.

FEES: The fee for school approval for one year is \$100 USD. \$25 per Certified Instructor; \$25 per Designated Examiner. Add \$20 for checks issued in foreign funds. Checks are made payable to ACHE.

To use PayPal send the fee to hypnotistexaminers@yahoo.com

An itemized receipt will be issued. Certificates are mailed promptly once the required paperwork and payment has been completed.

DUE DATE: December 31, 2018. Renewals postmarked after 2/15/19 will require an additional \$25.

American Council of Hypnotist Examiners
3111 Camino del Rio N., Ste. 400, San Diego, CA 92108, USA