

Step-by-Step Instructions to Renew your LSL Certification

LSLS certification is renewed on an annual basis (effective January 2022). Proof of 15 continuing education hours is due every other year during that professional's renewal month.

Before you start:

1. Log in to your profile in the Registry.
 - a. Go to <http://agbellacademy.org/>. Select "Certification" then "LSL Registry" on the menu, click "For Certified LSL Specialists Renewing Certification" at the bottom of the page, and review "Step 1". Click the link to be directed to the Registry Login.
2. Go to your profile and make any necessary updates.

Completing the application:

1. Complete Certification Renewal Application.
 - a. Note: If your CEU documentation is due this year, complete the LSLS Continuing Education Report **after** you save or submit the Certification Renewal form.
2. Complete LSLS Continuing Education Report (if applicable).
 - a. Upload documentation to verify **all** CEU activities.
 - b. Select "Mark Complete" when documentation has been uploaded.
3. Submit application once all steps have been completed.

After you finish the application:

1. You will receive an email from the Academy indicating that your application is received.
2. You will also receive an email* from the Academy with a PayPal invoice. Provide payment for the \$125.00 USD Certification Renewal Fee.

*It may be an hour or more until you receive this email.

- a. Note: The Academy will not process your application until payment has been received. Once paid, your application will be reviewed.
3. You will receive an updated certificate 2-3 weeks following your submission and payment.

For further questions, reach out to academy@agbell.org.