



HOW TO RENEW YOUR ACE PROVIDER STATUS

1. Read the renewal prompt email

The BACB will send out renewal prompts via email 30 days before your renewal date. The email will provide:

- a link to download a renewal application;
- instructions on how to access the ACE Provider training module; and
- instructions on how to pay the renewal fee.

Should you need to renew more than a month before your renewal date, please let us know via the [“Contact Us”](#) page.

2. Download application

Applications can be downloaded via the hyperlink provided in the renewal prompt or our [website](#).

BECOME AN ACE PROVIDER

The Behavior Analyst Certification Board, Inc. (BACB) authorizes providers of Type 2 Continuing Education (CE). The goal of the BACB Type 2 Authorized Continuing Education (ACE) program is to make a wide array of CE events available to BACB certificants. To find an ACE Provider, please see our [ACE Provider directory](#).

Types of ACE Providers

The content of Type 2 and theory, Type 2 CE the knowledge, skills, Education Providers:

1. ORGANIZATION PROVIDERS

In This Section

- ACE Handbook
- ACE Initial Application
- ACE Renewal Application**
- ACE Complaint Form
- ACE Type 2 Event Guide
- Contact Us

Click link to download application

3. Pay ACE renewal fee online

Accessed via the “billing” link in your [Gateway account](#).

Primary Phone:
Additional Phone 1:
Additional Phone 2:
Email Address:
Fax:
ID Number:

Click on billing link to access invoice

[Update Profile](#) [Update Password](#) [Email Preferences](#) **[Billing](#)**

4. Complete application

Fill out the application with the most up-to-date information.

Authorized Continuing Education Provider Renewal Application

Provider Information

Provider Name: _____

Type of Provider: Individual Group

Coordinator's Legal Name: _____

Coordinator's Credential #: _____

Email Address: _____

5. Submit application

Applications should be submitted via the [“Contact Us”](#) page. Please select “continuing education” in the scroll-down menu of the form—this ensures that your application is routed to the appropriate BACB staff.

6. Receive confirmation

Expect to receive an email confirming receipt within 48 business hours.