



Office of  
Lifelong Learning

COLLEGE OF NURSING

UNIVERSITY OF COLORADO  
ANSCHUTZ MEDICAL CAMPUS

# Replacement Continuing Education Certificate Request

The CU College of Nursing Office of Lifelong Learning retains contact hour certificates for the programs it provides nursing continuing education credit for a period of **six years**, as required by the Colorado Nurses Association.

- Replacement certificates are provided free of charge for the period from the end of the program to 6 months following the program
- After six months, there is a **fee of \$20.00 per certificate requested**, payable by check made out to: University of Colorado Denver
- Upon receipt of the check and this completed form, the certificate(s) will be issued within two weeks
- Certificates will be emailed in PDF format to the email listed below. To request to have the certificate mailed through the USPS, complete the address section below
- Alternative arrangements, or 'rush' certificates are discouraged; however, if special arrangements are needed, please contact the Office of Lifelong Learning directly at: [NursingCE@ucdenver.edu](mailto:NursingCE@ucdenver.edu)

Today's Date:

Name:

Email Address (certificate will be emailed to this address):

Mailing Address (only if you are requesting the certificate be sent by USPS):

Number, Street and Apartment #:

City, State and Zip Code:

## REPLACEMENT CE CERTIFICATE REQUEST

Name of CE Program Certificate Requested:

Program Year (s):

Is the certificate in the same name as noted above?

Yes  No (name at time of program attendance):

If the program took place within the last 6 months, email this completed form to:

[NursingCE@ucdenver.edu](mailto:NursingCE@ucdenver.edu)

If the program took place more than 6 months ago, please complete and enclose this form with a check made out to University of Colorado Denver and send it with **\$20.00 per certificate** to:

University of Colorado College of Nursing  
Office of Budget & Finance, C288-17  
13120 E. 19<sup>th</sup> Avenue  
Aurora, CO 80045

The University of Colorado is an approved provider of continuing nursing education contact hour credit through the American Nurses Credentialing Center's Commission on Accreditation.