



**SOUTH CAROLINA ATHLETIC TRAINERS' RENEWAL APPLICATION**

Dear certified athletic trainer:

It is time to renew your South Carolina State Certification.

**Please complete the renewal form and return with the following items required for renewal:**

- 1. **A check for \$40.00\* made out to the SC Department of Health and Environmental Control.**
- 2. **Copies of your 2 DHEC CEU cards from the SCATA Meeting (Any other CEUs must be pre-approved by Kevin Ennis prior to submitting your renewal application. Mr. Ennis may be contacted at 843-838-5907 or at [kevin.ennis@rocketmail.com](mailto:kevin.ennis@rocketmail.com)).**
- 3. **A copy of a current CPR card.**

\*To avoid a late fee of fifteen dollars (\$15.00 for a total of \$55.00), send in all renewal materials and your check prior to \_\_\_\_\_. A restoration fee of one hundred dollars (\$100.00 for a total of \$140.00) will be charged for failure to renew within six months of one's expiration date. A twenty dollars (\$20.00) fee will be assessed for returned checks.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

SC athletic trainer certification number \_\_\_\_\_

Address at which you wish to receive your mail:

Is the above address a: ( ) new address ( ) home address ( ) work address

Phone number \_\_\_\_\_ (work) \_\_\_\_\_ (home)

E-mail address \_\_\_\_\_

Current job setting (Please check all that apply):

- 1. ( ) college
- 2. ( ) high school
- 3. ( ) clinic
- 4. ( ) hospital
- 5. ( ) professional
- 6. ( ) other \_\_\_\_\_

**Return to: SC DHEC-EMS and Trauma  
2600 Bull St.  
Columbia, S.C. 29201  
Attention: Athletic Trainer Certification Program**

If you have questions, call Ms. Mary Matheson at 803-545-4273.

# Instructions for form Athletic Trainers' Renewal Application

**Title:** South Carolina Athletic Trainers' Renewal Application

**Purpose:** Renewal form for all SC Athletic Trainers-they renew every 2 years.

**Who will complete this form:** Athletic Trainers and /or DHEC Division EMS and Trauma personnel.

**Office Mechanics:** This form is most often filled out by DHEC personnel and sent by mail to the Athletic Trainer as a reminder. Our retention schedule for completed forms is 2 years. At the moment copies are physically filed in the Division of EMS and Trauma, but we hope to move to a computer file soon.