

# Renewal of Accreditation

All accredited counsellor/psychotherapists and supervisors are required to renew their accreditation on an annual basis. This is in addition to any renewal process for the BACP Register. You will receive a combined membership and accreditation renewal form about 6 weeks before your renewal is due and you must complete this and return it to us in good time. If you are selected for audit, an additional document will be included.

If you do not maintain your membership and renew your accreditation, you will lose your accredited status. This may affect your entry on the BACP Register. There is also a fee for reinstating your accreditation as well as paying any outstanding membership fees that are due.

To find out more about the criteria and get help with completing your form, download the [Guide to Renewing Your Accreditation](#)

If you prefer to complete your form electronically, you can download and save a renewal form (and audit instructions if necessary) using the links below and e-mail your completed documents to our dedicated renewals e-mail address [saccredrenewal@bacp.co.uk](mailto:saccredrenewal@bacp.co.uk)

## Standard Renewal Form Audit Instructions

These are 'interactive' PDFs so you must use Adobe Reader to view and complete them. You can download the latest version using [this link](#); [Adobe Reader](#)

Internet browsers and operating systems sometimes use their own PDF viewer to let you read PDF documents - if you use these, you may lose some of the data or the form may not display properly.

Unfortunately, these forms cannot currently be used on smartphones or tablets.