



CERTIFICATION RENEWAL – Method 1

Dear Certified Essential Oil Practitioner,

As you know your certification is valid for two years and must be renewed with evidence of continuing education. In this document, you will read about 2 methods to renew your certification.

We anticipate that soon we will be offering additional courses to give you options to receive this training here at Essential Oil Academy. For now though, you will need to seek out further education that relates to essential oils from another source.

Here is the criteria for meeting the renewal requirement.

Hours: Must be a minimum of 6 course online or classroom hours.

Renewal Fee: \$149.00 USD for two-year renewal of Essential Oil Practitioner certification.

CE Topic and Source: To be identified by renewal applicant and approved by Dr. Bush.

You should locate your course online and email Dr. Bush at info@essentialoilacademy.com with a link / URL to the course prior to registration, requesting permission to use this course for your CE credits. Once you receive email confirmation that the course has been approved, proceed to take the course.

When complete, ship your renewal application via FEDEX/UPS with tracking, verification of passing the course and fee to Beautiful Life International, LLC, c/o EOA Renewal, 1217 E. Cape Coral Pkwy. #159, Cape Coral, FL 33904.

Deadline: You should complete your renewal process any time within 60 days prior to the expiration of your certificate (date is on the lower right of your certificate). Your course should be completed within 12 months prior to your renewal date. Applications that arrive within 90 days after your expiration date will incur a \$25 late fee. However 90 days after expiration, your certification will no longer be eligible for renewal.

EXAMPLE: If your certification Expiration Date is March 15, 2020, then you need to complete and send in your renewal between January 15, 2020 and March 15, 2020.

Once we add more training online that qualifies for renewal CEs for your certification, we will notify you. Meanwhile, if you have any questions, please contact us at info@essentialoilacademy.com.

Warmly,

Rhonda Collins
Support Team Supervisor at Essential Oil Academy

PS Eventually we will put a renewal form, payment link and document upload button online. Meanwhile use the attached form.



CERTIFICATION RENEWAL – Method 2

Method 2 for renewing your certification involves reading a book on the topic of essential oils or related topic pertaining to specific uses of essential oils, either therapeutic or perfumery. This can be any essential oil – related book that contains at least 150 pages of narrative text. In other words, it should not be a book full of primarily illustrations or images. A few books have been identified below to serve as examples. You may select from these if you like or you may select a different book that meets the same criteria.

Once you have read the book, write a 5 page minimum paper (minimum 1250 words) on what you discovered and your thoughts about the application of this information to your use of essential oils. The papers should be 12 point Arial / Helvetica font and double spaced. Talk about specific points made in the book and their importance to you. You can also discuss whether you agreed with the author or not and your reasons.

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YOU MAY SELECT ONE OF THE FOLLOWING BOOKS TO USE FOR METHOD 2 OR USE AN EQUIVALENT BOOK OF YOUR OWN CHOOSING.

[Essential Oils for Soothing Anxiety](#): Remedies and Rituals to Feel Calm and Refreshed by [Christina Anthis](#) (Author)

[The Essential Oils Hormone Solution](#): Reclaim Your Energy and Focus and Lose Weight Naturally by Mariza Snyder

[Emotional Healing with Essential Oils](#): Relieve Anxiety, Stress, Depression, and Mood Imbalances Naturally by [Leslie Moldenauer](#)

[Essential Oils for Pregnancy, Birth & Babies](#) Second Edition by [Stephanie Fritz](#)

[Essential Oils Beauty Secrets Reloaded](#): How To Make Beauty Products At Home for Skin, Hair & Body Care -A Step by Step Guide & 70 Simple Recipes for Any Skin Type and Hair Type by Janet Evans

CERTIFICATION RENEWAL APPLICATION

Essential Oil Academy, Cape Coral, Florida

Date: _____

STEP 1:

HOW DOES YOUR NAME APPEAR ON YOUR EXISTING CERTIFICATE(S)?

FIRST NAME _____ LAST NAME _____

HAS YOUR NAME CHANGED? _____ YES _____ NO If your name has changed since your current certificate was issued, please submit a copy of the legal proof of your name change with this application.

BEST PHONE (_____) _____ EMAIL _____

MAILING ADDRESS (street, city, state, zip code)

CONTINUING EDUCATION UNITS

Please submit a copy of either copy of your certification document, letter from school stating successful completion or other document on school letterhead verifying completion. Documents will not be returned. CEUs must be earned within 12 months of your application date. A minimum of 6 course online / classroom hours are required for recertification.

NAME OF COURSE / BOOK: _____

CE SCHOOL ATTENDED if applicable or N/A: _____

SCHOOL WEBSITE (or URL / link to Book): _____

STEP 2:

Include your certification renewal fee by certified bank check or money order, made payable to Beautiful Life International LLC. **DO NOT SEND PERSONAL CHECKS.**

Please allow 30 days for processing. We will attempt to contact you by email if your application is incomplete. If the application remains incomplete after 30 days, your application will be cancelled and any re-certification fees related to that application will be refunded.

STEP 3:

SHIP YOUR APPLICATION AND SUPPORTING DOCUMENTS VIA FEDEX OR UPS (WITH TRACKING) TO:

Beautiful Life International LLC
c/o EOA Renewal
1217 E Cape Coral Parkway, #159
Cape Coral, FL 33904

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