

## **Application for Grandfathering Contact Hours VCCA Career Development Program**

**When Used: The Applicant must be Enrolled in the VCCA Career Development Program prior to making an application for Grandfathering Contact Hours.**

This form is submitted to the Certification Review Committee with a copy of all coursework transcripts to be considered. A Clerk may submit this application to request credits for education completed by a deputy clerk between 1/01/13 and 8/31/14. Credit is limited to coursework previously accredited by the Compensation Board during this period. Transcripts must be provided in order to consider credit requests. The VCCA Certification Review Committee has the final decision on which coursework is qualified and the number of credit hours assigned to it.

**Name of the Deputy Clerk you are requesting Contact Hour Credit for:**

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Last

First

MI

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Location

Telephone (*include area code*)

Email Address

**I affirm that the information given on this application and which appears on all documentary evidence included herewith is complete and true to the best of my knowledge.**

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Signature of Clerk

Date

**Questions?** Call or e-mail Ashby Pritchett @ (276) 403-5106 or [apritchett@courts.state.va.us](mailto:apritchett@courts.state.va.us)

**Mail or Fax Form to:**

**VCCA Certification Review Committee**

**Mail: P.O. Box 1206, Martinsville, VA 24114. Fax No.: (276) 403-5232**

(Application for Grandfathering Contact Hours 3/17)