

# Become a National Certified Guardian



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[www.guardianshipcert.org](http://www.guardianshipcert.org)

## 1 Complete Required Coursework

Depending on your education, you must complete either 10, 20 or 30 hours of coursework to qualify to take the National Certified Guardian (NCG) exam. Previous experience as a guardian is not required.

Education Level	Coursework Required
High School Diploma	30 hours
Licensure or Certification in a related field	20 hours
College degree in a related field	10 hours



## 2 Take the Exam

When the background check report has been approved, applicants will be given a 60-day period in which to schedule and take the exam. Applicants can schedule the exam at a testing center and time convenient to them.



## 3 Submit Your Application

Now that you have completed the required coursework, submit an online application at [guardianshipcert.org](http://guardianshipcert.org).

The application/exam fee is \$385. In addition, applicants must also pay for and complete a background check, which costs approximately \$40 - \$70 and takes about a week to complete. Instructions regarding the online background check will be sent to you via email.



## Congratulations! You're Certified!

After passing the exam, your NCG certification is valid for two years.

### Keeping Your Certification is Easy!

Every two years, certificants must complete an online renewal application, pay a renewal fee and submit proof of 20 continuing education credits.

### What's a related field?

To view a list of fields CGC considers related to guardianship, please [click here](#).

### What coursework is accepted?

Any seminar, continuing ed class or online courses that pertain to any of the NCG Core Competencies will be accepted.

These can be hosted by any organization.

### How do I document my coursework?

Be prepared to upload completion certificates as part of your application process.