AITP Credential Renewal Checklist

Complete these steps by Dec. 31 to remain in good standing for 2027.
Questions? Contact us at credentials@natptax.com. We're here to help.

1 **Renew your IRS PTIN for the upcoming year**
To renew your credential for 2027, your PTIN must also be renewed with the IRS for 2027.

2 **Review your NATP CE transcript**
Check your NATP CPE transcript to view the education already recorded in your account. Education completed through NATP will be added automatically.

3 **Report other qualifying CE**
If you completed qualifying education through another recognized provider and want to use it toward credential renewal, self-report those hours in the CPE Management section of your profile. Retain all original certificates in case your renewal application is selected for audit. Do not self-report education that you have not yet completed.

4 **Confirm you've completed the required 15 CE hours**
- 10 hours of Federal Tax Law
- 3 hours of Tax Law Updates
- 2 hours of Ethics

All required CE must be completed on or after Jan. 1, 2026, and **before** you submit your renewal form. We recommend reviewing your CE record early so you have time to complete any missing hours before the Dec. 31 deadline.

5 **Purchase your renewal**
Once you've completed your education and renewed your PTIN, purchase your renewal on the NATP website. For 2026 renewals only, NATP is waiving renewal fees as a one-time benefit to credential holders. If you hold more than one NATP credential, be sure to meet each credential's renewal requirements and submit a separate renewal for each.

6 **Complete the online credential renewal form**
Finally, submit your online credential renewal form by Dec. 31. You'll receive a link to the form in your renewal purchase confirmation email.
The renewal form will ask you to confirm that your IRS PTIN is renewed for 2027, that you have met the continuing education requirements, and to reaffirm your commitment to NATP's Code of Ethics, Standards of Professional Conduct and proper use of credential marks. Upon successful renewal, you will receive a new digital badge and certificate via email.
Please complete all prior steps before submitting the renewal form.

Need additional CE? Consider NATP's Tax Season Updates, available in person or online, or 2026 TaxCon.

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