

Free Certificates That Land Where Your Participants Track Their CE

Keep Licensed gives continuing education providers a free place to run courses, sessions, and attendees, and to issue certificates. Each participant gets theirs in a free Keep Licensed account, already filled in and ready to count toward their own license renewal.

A Certificate That Does the Work for Them

Your participants have to prove their hours at renewal. A certificate from you arrives where they already track them.

- **Already filled in.** Course title, dates, and total and topic hours arrive as you entered them. Nobody retypes a PDF.
- **Counted toward their renewal.** It counts toward their license, and they see which requirements it covers.
- **An email with your name on it.** Your logo leads the email, and one button takes them to the certificate.
- **No more lost PDFs.** It stays in their account, ready for renewal or an audit. Fewer resend requests for you.

Certificates Anyone Can Check

Anyone with a PDF editor can change a name, a date, or an hour count. A Keep Licensed certificate points back to the record of what you actually issued.

- **A unique ID and link on every certificate.** The IDs are long and random, so nobody can guess someone else's.
- **A public page, no login needed.** A board, employer, or auditor sees the name, course, dates, hours, and issue date, never the email.
- **Corrections show up.** A revoked certificate's page says so, and a replaced one points to the corrected copy.

Courses, Sessions, and Attendees, Without the Spreadsheet Shuffle

Enter a course once, run it as many times as you like, and issue certificates from the session.

Courses

Total, ethics, supervision, and other topic hours, set once for every run.

Sessions

Each run's dates (one day or several), format, location, and instructors.

Participants

One roster of everyone who attended, with their sessions and certificates.

Instructors

Names and credentials, printed on every certificate they teach.

Approvals

APA, NBCC, ASWB ACE, BCIA, and others print on each certificate.

Organization

Your name, logo, and signature, and the staff who work with you.

- **Bulk upload from Excel.** Templates list your own courses and instructors, and any problem shows up cell by cell before anything is saved.
- **Preview before you issue.** Issue to a whole session or one participant, after seeing the real certificate.
- **Fix mistakes after issuing.** Re-issue a correction, send to a new email, revoke, or resend. Download any certificate you issued.
- **Room for your whole team.** Any staff member can invite colleagues.

From Session to Certificate in Four Steps

1 We set you up

Get in touch and we create your account. Add your logo, signature, and approvals.

2 Add courses

Enter courses and sessions on screen, or upload them from Excel.

3 Add attendees

Upload an attendance sheet or pick people from your roster.

4 Issue certificates

Once the session ends, preview and issue. Each participant gets an email.

Free for providers.

Managing courses and issuing certificates costs your organization nothing.

Private for participants.

You see only what you entered and issued, never a participant's licenses, other CE, or even whether they have an account.

Get in touch

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