

Reporting Your CCUs

As part of the renewal process, you must report the CCUs that you obtained during your renewal period on the Continuing Competence Activity Summary. This includes the mandatory TX Jurisprudence Assessment Module (TX JAM) and a Human Trafficking Prevention Training (for Active and Retired Licenses).

- If you are renewing an **Active License** (including late renewal up to one year) and have taken all of your CCU requirements within the renewal period prior to the license expiration date, record your CCUs on the Continuing Competence Activity Summary by logging in [here](#).
- If you are **late renewing an Active License** and took any of your **required CCUs after your license expiration date**, you must record your CCUs on the Continuing Competence Activity Summary form available on the [Forms](#) page and email to exam@ptot.texas.gov.
- If you are renewing an **Inactive License** (including late renewal up to one year) record your CCUs on the Continuing Competence Activity Summary form available on the [Forms](#) page and email to exam@ptot.texas.gov.
- If you are renewing a **Retired License** (including late renewal up to one year), record your CCUs on the Continuing Competence Activity Summary, complete the Voluntary Charity Care Attestation, and email both to exam@ptot.texas.gov. Both forms are available on the [Forms](#) page.

More information on the CCU requirements is available online at [Renew a License](#).