



December 22, 2025

April Bax
Workforce Continuing Education & Development LLC
22 Stonewall Court
Woodcliff Lake, NJ 07677

Dear April Bax,

Our office has reviewed your organization's application to become an approved provider of continuing education under the Uniform Construction Code (UCC) Program.

After review of your application, the Department has approved Workforce Continuing Education & Development LLC, as a provider of continuing education courses that Pennsylvania code officials may take to meet their requirements for UCC re-certification. This approval applies to courses you offer on or after December 22, 2025.

The Department's Training and Certification regulations specify that an applicant for re-certification must complete from 15 to 45 credit hours of continuing education, at least 1/3 of which must be directly related to his/her code certification categories. Further, one continuing education credit will be granted for each hour of classroom time. (34 Pa Code §401.9)

Please be advised that the regulations require applicants for re-certification to submit evidence of the following: Name and address of the training provider; date(s) attended; credit hours received; title of the course; and subject matter of the course. Any certificates you issue should contain this information. This will facilitate the Department's acknowledgment that applicants who utilize your training have met both their general and specific UCC re-certification requirements.

Should you have any questions regarding this information, please contact this office at UCCBOIS@pa.gov.

Sincerely,

Christina Slaybaugh, Administrator
Certification, Accreditation and Licensing Division