

Ready to renew your teaching license?

Step 1: Application forms and licensure requirements are available on the KSDE website at:

<https://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation/Licensure/License-Application>

Step 2: Make sure that any required professional development credits and/or graduate college credit hours have been completed and are listed on your PDC transcript. If you have questions regarding your PDC transcript please contact the Staff Development office at 785-309-4748.

Step 3: Complete the appropriate renewal application for your license and submit any required documents, payments or requested materials to KSDE prior to your renewal date.

Resources:

- General Application Information:
[https://www.ksde.org/Portals/0/TLA/Licensure/Licensure%20Documents/Licensure%20Application%20Forms%20Online%20-%20Applicant 5 17 19.pdf](https://www.ksde.org/Portals/0/TLA/Licensure/Licensure%20Documents/Licensure%20Application%20Forms%20Online%20-%20Applicant%205%2017%2019.pdf)
- Licensing Fees:
<https://www.ksde.org/Portals/0/TLA/Licensure/Licensure%20Documents/Updated%20Fee%20schedule%20chart%20by%20fee.pdf>
- License Issuance/Expiration Dates:
<https://appspublic.ksde.org/TLL/SearchLicense.aspx/SearchLicense.aspx>

Questions? Contact the Human Resources Department at 785-309-4726.

