

## Bellevue City Schools LPDC Final Requirement Check sheet

Please submit this form no later than the first work day of the calendar year your certificate/license is due for renewal or to expire, with required verification and fees following the completion of all requirements for license renewal.

Name \_\_\_\_\_ Date Submitted \_\_\_\_\_

Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

License/Certificate Number Renewing \_\_\_\_\_ Area \_\_\_\_\_ Expiration Date \_\_\_\_\_

<u>Group Activity #</u>	<u>Hours Permitted</u>	<u># Hours Completed</u>	<u>B.E.A.M.S.</u>	<u>Verification</u>
1	0-180	<input type="text"/>	= <input type="text"/>	Attach B.E.A.M.S./Contact Hour certificates.
2	0-180	<input type="text"/>	= <input type="text"/>	Attach transcripts, B.E.A.M.S., and/or attendance verifications.
3	0-130	<input type="text"/>	= <input type="text"/>	Attach Activity Verification and Log.
4	0-130	<input type="text"/>	= <input type="text"/>	Attach Activity Verification and Log.
Total Hours =		<input type="text"/>	= <input type="text"/>	Must total 180 contact hours/18 B.E.A.M.S.

**Fee:** The online license renewal process must be completed and paid for prior to submitting this form and all other things referred to on page 10 & 17 "Teaching License Renewal Checklist"

Educator's Signature \_\_\_\_\_ Date \_\_\_\_\_ LPDC Signature \_\_\_\_\_ Date \_\_\_\_\_

Submit to: LPDC, Board of Education Office, 125 North Street, Bellevue, OH 44811