

Wakulla County Schools Renewal Certification Review Form

INSTRUCTIONS FOR RENEWAL APPLICATION PROCESS

It's time to renew your expiring Professional Certificate! Below are instructions on how to submit your Renewal Application with the Florida Department of Education. Please take your time while going through this critical process. <https://flcertify.fldoe.org/datamart/languageChoice.do>

1. Create an account. This will give you a login and a password.
2. Once you have your login and password, the system will ask you to login again in order to get ready to fill out the application of renewal.
3. The application starts with filling in blanks with your last name, SSN, and data of birth.
4. If you are in DOE system, a match will appear, and you click on confirm the above licenses is associate with me.
5. If you are NOT in DOE system, NO match will appear, and you click next to create a new application.

**** If you have already completed steps 1-5, when you login you will go straight to the Quick menu.**

6. Once your license has appeared, you are at your **Quick Menu**.

**** This is the menu where you should see “it's time to renew” option. Click select to start the application. The application is a list of 20-30 type questions for you to answer.**

DOE #

Your Name

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Renewal Application - Introduction

Welcome to the Florida On-line Application for Teacher Certification!

This application is for those individuals who are applying to renew their Professional Certificate. You may only submit this renewal application during the last year of the validity period of the Professional Certificate. Renewal requirements must be completed during the validity period of the Professional Certificate being renewed and prior to the expiration of this certificate.

Please click [here](#) to locate the current requirements for renewal of your Professional Certificate.

If you hold an educator certificate from the National Board for Professional Teaching Standards (NBPTS), you may attach a copy of the front and back of the certificate to your file.

Please complete the application by entering your information and following the "Next" buttons through each of the application sections:

- Complete the Legal Disclosure Affidavit section and verify the information is correct.
- Authorize payment of non-refundable application processing fees. If you are employed in a Florida public or charter school: You must authorize payment of the non-refundable application processing fees using the established payment procedures of your employing school district. Please contact your employing district for guidance on how to submit payment to complete your application.

If you are not currently employed in a Florida public or charter school: You must authorize payment of the non-refundable application processing fees using your Visa or MasterCard credit card in order to submit your online application to the Bureau of Educator Certification.

- Submit additional documentation as directed in the "File Attachments" section, including any other educator certificates.

Your application cannot be evaluated until it is complete and received in the Bureau of Educator Certification. A complete application includes submission of the appropriate non-refundable fees. Once completed, all applications are processed in date order and you will be notified in writing of your application status within 30 days of receiving your completed application.

WARNING: Giving false information in order to obtain or renew a Florida educator's certificate is a criminal offense under Florida law. Anyone giving false information is subject to criminal prosecution as well as disciplinary action by the Education Practices Commission. If you are employed in a Florida public or charter school and have certification questions or questions regarding the processing of your application, please contact your employing school district. If you are not currently employed in a Florida public or charter school, please contact the Florida Department of Education by clicking this [link](#).

Press "Next" to continue.

Press "Cancel" to cancel this application and return to the main menu.

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Renewal Application - Function Suitability

Your answers to this preliminary questionnaire are not a part of your application to be reviewed by the Department of Education. Answer the questions and press "Next".

Press "Previous" to return to the previous section.

Press "Cancel" to cancel this application and return to the main menu.

Question

Answer

Has your Professional Certificate expired?

- Yes
- No

Do you hold a valid educator certificate from another state?

- Yes
- No

Did you complete all renewal requirements prior to the expiration of this certificate?

- Yes
- No

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Read carefully and answer all the questions in each section listed on the Renewal Application. Click "Next" to proceed to the next section.

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Renewal Application - Contact Information

The following address types are mandatory. Please add these in order to continue.

- Mailing Address: This is the address to which all official correspondence will be mailed from our office.
- Email Address: This email address as required by Florida Statute 1012-561, FS will be used for official communication to you from the Florida Bureau of Educator Certification. Please ensure that your email account recognizes fldoe.org as an approved sender, and that our emails are not filtered as spam or junk mail by your email service provider (do we need space for alternate email address)
- Country: If your address is outside the U.S, please choose the country from the drop-down list.

Press "Add" to add an optional address.

Answer the questions and press "Next" to continue.

Press "Previous" to return to the previous section.

Press "Cancel" to cancel this application and return to the main menu.

Main Address

Street Number:

* Address:

* Zip Code:

* City:

* State:

County:

* Country:

Phone Number: (999) 999-9999

Extension:

* E-mail:

Your Contact Information will automatically appear in this section. If information is listed incorrectly, please make the necessary changes.

Add Another Contact

Contact Type:

fdoe.org

5 Year Renewable Professional License # Logged in as

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Renewal Application - Name and Personal Details

- First, middle, and last name: If you have had a legal name change, please attach documentation through the "File Attachments" section.
- Social Security Number: See SSN Statement below (Please enter your valid Social Security Number or your Federal Employer Identification Number (FEIN))
- Birth Date: Date should be filled out in MMDDYYYY format.

SSN Statement:

Collection of your Social Security Number (SSN) is required pursuant to §1012.56, Florida Statutes, for the purpose of promoting the public policy of Florida relating to child support. Your SSN is used by the Department as a unique identifier for maintaining your certification and related personnel records as required under the same statute. Your SSN may be disclosed to the Department of Revenue, as authorized under §1012.21, Florida Statutes, as Florida's agency for administration of the Title IV-D program of the federal Social Security Act for child support enforcement. Failure to provide your SSN to Educator Certification will prevent issuance of your Florida Educator's Certificate.

Enter your personal details and press "Next" to continue.

Press "Previous" to return to the previous section.

Press "Cancel" to cancel this application and return to the main menu.

Title:

First Name:

Middle Name:

Last Name:

Suffix:

U.S. SSN or FEIN:

Birthdate: (mm/dd/yyyy)

Gender:

Verify your Name and Personal Details in this section.

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Renewal Application - Remove Subject(s)

Press Back to return to the previous screen

The records below display all of your existing issued subjects

You may request the removal of any of the subjects below that have a checkbox next to them

Subject	Rank	Status	Effective Date	Expiry Date	Request for deletion?
1002/E - Athletic Coaching Endorsement	5 Year Renewable Professional	Issued	07/01/2013	06/30/2018	<input type="checkbox"/>
1011/F - Educational Leadership All Levels	5 Year Renewable Professional	Issued	07/01/2013	06/30/2018	<input type="checkbox"/>
1049/F - School Principal All Levels	5 Year Renewable Professional	Issued	07/01/2013	06/30/2018	<input type="checkbox"/>
1052/1 - Social Science Grades 6-12	5 Year Renewable Professional	Issued	07/01/2013	06/30/2018	<input type="checkbox"/>

Sample

[Uncheck All](#) [Previous](#) [Next](#) [Cancel](#)

This section will list your Renewable Subjects listed on your Professional Certificate--click Next.

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Renewal Application - Application Questions

Answer the questions and press "Next" to continue.

Press "Previous" to return to the previous section.

Press "Cancel" to cancel this application and return to the main menu.

Do you hold a valid National Board for Professional Teaching Standards (NBPTS) Certificate?

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If you hold a valid National Board for Professional Teaching Standards Certificate, you can upload documentation in this section. If not, click Next.



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Renewal Application - College Teaching Experience

Add Another Record - College Teaching Experience [Add](#)

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This section is to update your records.
If you don't have College Teaching
Experience, click NEXT


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Renewal Application - Academic Training

[Add](#)

Academic Training

Record each college and university separately using the **complete name** of the institution. Submit official transcripts from all institutions from which you have earned a degree or completed isolated coursework.

Name of College/University:

* Institution:

* Degree Sought or Earned:

* Did you Receive a Degree from this Institution? (Yes or No) Yes No

If your answer is **Yes**, complete the following:

Major:

Graduation Date: Month/Year (mm/dd/yyyy)

City/Branch Campus:

* State and/or Country:

Last Name while Attending School/College:

Academic Training

Record each college and university separately using the **complete name** of the institution. Submit official transcripts from all institutions from which you have earned a degree or completed isolated coursework.

Name of College/University:

* Institution:

* Degree Sought or Earned:

* Did you Receive a Degree from this Institution? (Yes or No) Yes No

If your answer is **Yes**, complete the following:

Major:

Graduation Date: Month/Year (mm/dd/yyyy)

City/Branch Campus:

* State and/or Country:

Last Name while Attending School/College:

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Your Academic Record on file with the DOE will be listed in this section. If you need to add another Academic Record, click ADD. If not, click Next.

 FLORIDA DEPARTMENT OF
EDUCATION
(fldoe.org)

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Renewal Application - Legal Disclosure

Legal Disclosure Response

Florida law requires you to provide a YES or NO answer to the questions within the Legal Disclosure section of your application, even if previously submitted. If you answered YES to any question in the Legal Disclosure section of the application form, you must provide detailed complete information for each affirmative response within the corresponding section in this Legal Disclosure Supplement.

You are not required to acknowledge minor traffic violations. The criminal offense of Driving Under the Influence (DUI) or Driving While Intoxicated (DWI) is not a minor traffic violation and should be disclosed on this form.

Having a criminal history or administrative sanction against a professional license does not automatically disqualify a person from receiving a Florida Educator's Certificate, but such incidents will prompt a review by the Office of Professional Practices Services.

A person is ineligible for educator certification if the person has been convicted of a disqualifying offense as listed in Section 1012.315 Florida Statutes. Please refer to www.myforstateacher.com for more information.

For each of the following questions, if your answer is YES, please select YES. Otherwise, select NO.

SEALED OR EXPUNGED RECORD(S)

- Have you ever had any record sealed or expunged in which you were convicted of a criminal offense? Yes No
- Have you ever had any record sealed or expunged in which you were found guilty of a criminal offense? Yes No
- Have you ever had any record sealed or expunged in which you had adjudication withheld or a criminal offense? Yes No
- Have you ever had any record sealed or expunged in which you pled nolo contendere to a criminal offense? Yes No
- Have you ever had any record sealed or expunged in which you pled guilty to a criminal offense? Yes No
- Have you ever had any record sealed or expunged in which you entered into a pretrial diversion program or deferred prosecution program related to a criminal offense? Yes No
- Do you have a petition pending to seal or expunge any criminal offense record? Yes No

CRIMINAL OFFENSE RECORD(S)

- Have you ever been convicted of a criminal offense? Yes No
- Have you ever been found guilty of a criminal offense? Yes No
- Have you ever had adjudication withheld on a criminal offense? Yes No
- Have you ever pled nolo contendere to a criminal offense? Yes No
- Have you ever pled guilty to a criminal offense? Yes No
- Have you ever entered into a pretrial diversion program or deferred prosecution program related to a criminal offense? Yes No
- Are there currently charges pending against you for any criminal offense? Yes No

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

- Have you ever had a professional license or certificate sanctioned or disciplined in this state or any other state? Yes No
- Have you ever been DENIED a professional license or certificate in this state or any other state even if the certificate or license was later issued with conditions or limitations? Yes No
- Have you ever had a professional license or certificate suspended or revoked in this state or any other state? Yes No
- Have you ever surrendered, resigned, or relinquished a professional license or certificate in this state or any other state during or following an investigation into allegations of misconduct? Yes No
- Have you ever had a professional license or professional certificate disciplined in this state or any other state by receiving a letter of reprimand, fine, probation or any other restriction or special condition? Yes No
- Do you have any current investigative action pending in this state or any other state against a professional license or certificate or against an application for a professional license or certificate? Yes No
- Do you have any current disciplinary action pending in this state or any other state against a professional license or certificate or against an application for a professional license or certificate? Yes No

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Please read carefully and answer all of the Legal Disclosure questions in this section. Click Next to proceed to the next section.

Renewal Application - Affidavit

Affidavit

Legal Disclosure Affidavit

I do hereby affirm that all information provided in this Legal Disclosure section and supplement to my application for a Florida Educator's Certificate is true, accurate, and complete. Yes No

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN OR RENEW A FLORIDA EDUCATOR'S CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO CRIMINAL PROSECUTION, AS WELL AS DISCIPLINARY ACTION BY THE EDUCATION PRACTICES COMMISSION.

Application Affidavits

Oath Affidavit

Under penalty of perjury, I do hereby certify that I subscribe to and will uphold the principles incorporated in the Constitution of the United States of America and the Constitution of the State of Florida. Yes No

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN OR RENEW A FLORIDA EDUCATOR'S CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO CRIMINAL PROSECUTION, AS WELL AS DISCIPLINARY ACTION BY THE EDUCATION PRACTICES COMMISSION.

Payment Affidavit

I agree to pay the Non-Refundable Application Processing Fee. You must authorize payment using your VISA or MASTERCARD for the non-refundable application processing fees in order to submit your online application to the Bureau of Educator Certification. Yes No

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN OR RENEW A FLORIDA EDUCATOR'S CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO CRIMINAL PROSECUTION, AS WELL AS DISCIPLINARY ACTION BY THE EDUCATION PRACTICES COMMISSION.

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Your payment will be done through Wakulla County Schools and NOT with FLDOE. You should answer “Yes” to this question. Since you are employed with WCSB, the DOE will not charge you the application fee.

**Not a WCSB employee—you will pay at the end of the application.

If you have any questions, contact Lori Sandgren

Lori.Sandgren@wcsb.us

(850-926-0065)



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Renewal Application - Sealed & Expunged

Add Another Record - Sealed & Expunged [Add](#)

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If you answered “Yes” to any of the Sealed & Expunged questions, you must upload supporting documents in this section.

FLDOE requires a legal affidavit to be uploaded if you have answered “YES” to any legal affidavit questions. You can find this legal affidavit document on the Wakulla County District Website under Employee Resources: WCSB Forms: Under Human Resource Form (Title: Legal Affidavit).

You will need to print, fill out completely, scan, and upload to your Versa application.
<https://www.wakullaschooldistrict.org/EmployeeForms>

FLDOE will NOT process your application without the legal affidavit being uploaded to your application.

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Add Another Record - Professional Sanctions [Add](#)[Previous](#)[Next](#)[Cancel](#)

If you answered Yes to any of the Professional Sanctions questions, you must upload supporting documents in this section.

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Renewal Application - US Citizenship

Add Another Record - US Citizenship [Add](#)

US Citizenship

Please indicate if you are a citizen of the United States.

* Are you a U.S. Citizen? Yes No

An applicant who is not a United States citizen may apply for the Statement of Status of Eligibility. However, appropriate immigration status must be established through the United States Citizenship and Immigration Services (USCIS) prior to employment.

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You will indicate your citizenship status in this section.

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Renewal Application - Race & Ethnicity

Race and Ethnicity

What is your race/ethnicity? This section is optional.

Are you Hispanic or Latino? (choose only one) Yes No

Optional, mark all that apply

Are you American Indian or Alaskan Native? Yes NoAre you Asian? Yes NoAre you black or African American? Yes NoAre you Native Hawaiian or Pacific Islander? Yes NoAre you white or Caucasian? Yes No[Previous](#)[Next](#)[Cancel](#)

You will self-identify your Race and Ethnicity in this section.

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Add Another Record - American Council Teaching of Foreign Languages [Add](#)

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This section is to update your records. If you don't have American Council Teaching of Foreign Languages, click Next.

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Add Another Record - Defense Language Proficiency Test [Add](#)[Previous](#)[Next](#)[Cancel](#)

This section is to update your records. If you don't have the Defense Language Proficiency Test, click Next.

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Add Another Record - GRE General Test Scores [Add](#)[Previous](#)[Next](#)[Cancel](#)

This section is to update your records. If you don't have GRE-General Test Scores, click Next.

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Renewal Application - Renewal Credit

Add Another Record - Renewal Credit **Add**

Renewal Credits

Please add renewal credits for each subject you wish to renew. You may select Add to record more credits.

* Subject(s) to be renewed: _____

Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): _____

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Select the method of renewal from the drop down box.

In this section you will list your coverage listed on your certificate. Under the “Subject(s) to be renewed”, choose the subject you are renewing. If you have more than one subject to renew on your Professional Certificate, please click ADD for each additional subject.

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Add Another Record - Renewal Credits **Add**

Renewal Credits

Please add renewal credits for each subject you wish to renew. You may select Add to record more credits.

- Subject(s) to be renewed:
 - Subject Area Exam
 - College Credit(s)
 - College Teaching Experience
 - In-Service Point(s)
 - NBPTS
- Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N])

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List of Renewal Method

Subject Area Exam
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College Teaching Experience
In-Service Point(s)
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Checking your ePDC in-service points through PAEC:

- Go to www.paec.org.
 - You will see ePDC on the header tab located on their home page.
 - Select **Menu/Login** on the drop-down menu. You will login with single sign on.
 - Select **Transcript** under ePDC Menu. You will see your name on the top of the screen.
 - Feedback Survey List**— on the left-hand side of menu. This list indicates feedback surveys that need to be completed. Points **WILL NOT** upload to your Certificate page if the Course Feedback is not completed.
 - Certificate Information** on the left-hand side menu. Does the certification information listed here match your teaching certificate? If NO, send new certificate to HR.
 - Certificate Information Screen: Easy way to view your in-service points**
 - You need a minimum of 120 in-service points (total) to renew up to 2 subject areas within your validity period. 60 additional in-service points for each subject after the 120. Within the 120 in-service points—20 points must be SWD (ESE points).
 - Banked Points:** Reading, ESE, and ESOL can be banked. We only use these if we must at the time of renewal. This is your in-service savings account.
 - Account Settings:** Make sure your information is correct: School, email, job title.

Any questions or concerns, please reach out to Lori Sandgren.

Lori.Sandgren@wcsb.us 850-926-0065 Ext: 9401

EXAMPLE

Renewal Application - Renewal Credit

Add Another Record - Renewal Credits [Add](#)

Renewal Credits

Please add renewal credits for each subject you wish to renew. You may select Add to record more credits.

- Subject(s) to be renewed: Educational Leadership
- Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): In-Service Point(s)

Renewal Credits

Please add renewal credits for each subject you wish to renew. You may select Add to record more credits.

- Subject(s) to be renewed: Social Science
- Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): In-Service Point(s)

[Remove](#)

Renewal Credits

Please add renewal credits for each subject you wish to renew. You may select Add to record more credits.

- Subject(s) to be renewed: School Principal
- Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): In-Service Point(s)

[Remove](#)

Renewal Credits



Renewal Credits

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Renewal Application - Renewal Credit - SWD

Add Another Record - Renewal Credits - SWD **Add**

Renewal Credits - SWD

Please add any available SWD credits. You may select Add to record more credits.

Do you have any available SWD Credit (s)? Yes - Current Credit Yes - Banked Credit No - I have not yet obtained credits

Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]):

In-Service Point(s)

Subject Area Exam
College Credits
College Teaching Experience
In-Service Point(s)
NBPTS

Previous **Next** **Cancel**

This section pertains to the SWD Senate Bill 1108. Answer the question and select the method used to obtain your SWD credit.

SWD stands for “Students with Disabilities” which is referring to your required 20 ESE in-service points.

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Renewal Application - District Affiliation

If you are affiliated or employed with a district, please complete the following section. If you do not know the district number, you may click [here](#) to see a list of all districts and their number in parentheses.
If you are not employed by a district, please use 100

Press "Add" to add a related license.

Press "Delete" to delete a related license.

Press "Previous" to return to the previous section.

Press "Next" when finished adding/changing the related licenses.

Press "Cancel" to cancel this application and return to the main menu.

District Affiliation

Relation Name: **District Affiliation** (Required: Y)

Your Role: **Individual**

Other Party Role: **District**

[Delete Relation](#)

**Wakulla
County-65
Registered**

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In this section you will verify your District Affiliation. Make sure Wakulla County—65 is listed as your District Affiliation.

If you are **NOT** a current employee of Wakulla County Schools, please select district "100". This is the FLDOE's district code for teachers who are **NOT** currently working for a Florida School District. It will prompt you at the end of the application to pay the \$75.00 renewal fee.

If you retired from Wakulla County Schools, you may select "Wakulla-65", but please note you will need to make renewal payment to WCSB c/o Lori Sandgren. (\$75.00 renewal fee). Your application will not be processed until payment is received.

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Renewal Application - Attachments

Application Attachments

If you hold a valid standard certificate issued by a state other than Florida, a National Board for Professional Teaching Standards (NBPTS) certificate or an American Board for Certification of Teacher Excellence (ABCTE) certificate, please attach a copy for review.

If you would like to add any of the following documents to your certification file, you may attach a copy: college teaching experience verification letter, Guidance and Counseling practicum verification letter, CPR card, medical or military extension request letters, DD214 form, or DS2019 form.

Each document should be submitted as a separate attachment and clearly labeled as to its contents.

Locate a file with the "Browse" button and press "Attach" or "Remove" as is required.

Press "Next" when there are no more files to attach.

Press "Previous" to return to the previous screen.

Press "Cancel" to cancel this application and return to the main menu.

File Name:

 Browse...

Notes:

[Attach](#) [Previous](#) [Next](#) [Cancel](#)

Please read this section carefully. If applicable, upload any additional supporting documents.

Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): _____ In-Service Point(s) _____ Subject(s) to be renewed: School Principal																			
Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): _____ In-Service Point(s) _____ Subject(s) to be renewed: Endorsement - Athletic Coaching																			
Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): _____ In-Service Point(s) _____																			
Renewal Credits - SWD	Do you have any available SWD Credit(s)? Yes - Current Credit Edit Renewal Method (College Credit, Florida Inservice Credit # of Points, Florida Subject Area Examination, NBPTS Certificate [Y or N]): _____ In-Service Point(s) _____																		
Related Licenses	<table border="0"> <tr> <td>Relation Name</td> <td>Individual</td> <td>Edit</td> </tr> <tr> <td>Your Role</td> <td>Individual</td> <td></td> </tr> <tr> <td>Other Party Role</td> <td>District</td> <td></td> </tr> <tr> <td>Other Party Name:</td> <td>POLK</td> <td></td> </tr> <tr> <td>Lic Type:</td> <td>District</td> <td>Lic Number: 53</td> </tr> <tr> <td>Lic Status:</td> <td>Registered</td> <td>Lic Expiry: _____</td> </tr> </table>	Relation Name	Individual	Edit	Your Role	Individual		Other Party Role	District		Other Party Name:	POLK		Lic Type:	District	Lic Number: 53	Lic Status:	Registered	Lic Expiry: _____
Relation Name	Individual	Edit																	
Your Role	Individual																		
Other Party Role	District																		
Other Party Name:	POLK																		
Lic Type:	District	Lic Number: 53																	
Lic Status:	Registered	Lic Expiry: _____																	
Previous Submit Cancel																			

You will be able to preview your Renewal Application before submitting to the DOE. Make sure all information is correct. If you need to make changes, please click on Edit under the section that needs changes.

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Press "Previous" to return to the previous section.
Press "Submit" to continue.
Press "Cancel" to cancel this application and return to the main menu.

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN OR RENEW A FLORIDA EDUCATOR'S CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO CRIMINAL PROSECUTION, AS WELL AS DISCIPLINARY ACTION BY THE EDUCATOR PRACTICES COMMISSION.

I have reviewed this application and affirm that all of the information which I have provided in this application is true, accurate, and complete.

[Previous](#) [Submit](#) [Cancel](#)

Click here to verify that you have truthfully answered all questions within the Renewal Application.

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Fee and Summary Report

Your application data has been submitted. Click on "View PDF Summary Report" and print this report for your records.
Press "Previous" to return to the main menu.

ATTENTION: If you are currently employed in a Florida Public or Charter school, you must authorize payment of the non-refundable application processing fees using the established payment procedures of your employing school district. Please contact your employing district for guidance on how to submit payment to complete your application.

[Previous](#) [View PDF Summary Report](#)

Click here to view and print a copy of your completed application.

How do I know my renewal application was submitted?

You will receive a PDF of your application. If you do NOT receive a PDF---it has NOT been submitted and you need to recheck your questions.