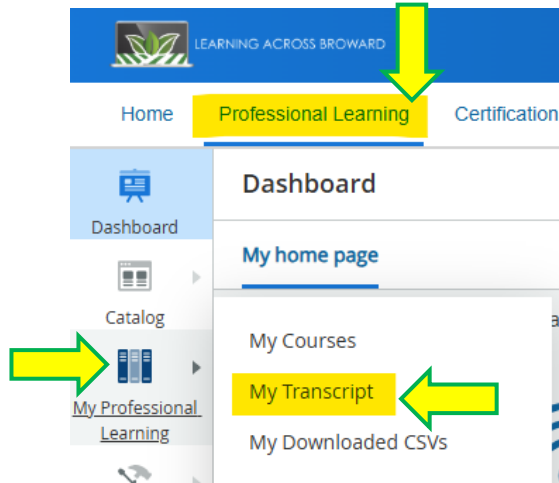


How to Calculate Renewal Points for Professional Certificate Holders

This guide will help you review your district in-service record to confirm you have met all state-mandated certificate renewal requirements. *Renewal requirements are outlined on the following pages.*

STEPS:

1. Sign into your LAB record via CLEVER at <https://clever.com/in/broward/staff/portal>.
2. At the top of the page select “Professional Learning” > “My Professional Learning” > “My Transcript”.



3. In the “Filter Credits” section, enter the start date of your current certificate and the current date in the second box, then select Search. The start date is always the July 1st that begins your five-year validity period.
For example:
 - If the certificate expires 6/30/2026, use 7/1/2021 as the start date.
 - If it expires 6/30/2027, use 7/1/2022.

A screenshot of the 'Filter Credits' section. It features two date input fields. The first field is labeled 'End Date' and has a dropdown arrow. The second field contains the date '7/1/2021' and is highlighted with a yellow box. A yellow arrow points down to this field. To the right of the second field is a search button with a magnifying glass icon. Another yellow arrow points down to the search button.

4. Scroll down to the boxes at the bottom of the screen. In the section labeled “Total:”, you’ll see the total number of in-service points earned after the date you entered, along with any points earned in Students with Disabilities (SWD), Reading, and FELE that count toward renewal.

Total Point(s)	Total Hour(s)	Credit Area
--	--	In-service
--	--	Reading Endorsement
--	--	ESOL Endorsement
--	--	Gifted Endorsement
--	--	ESE SB1108
--	--	Participation (Training)
--	--	Elementary Lrng Reading Req
--	--	Secondary Lrng Reading Req
--	--	Reading Req and ESE SB1108
--	--	Florida Educational Leadership Standards

Your points will appear here.

Can be used to meet your 40 reading points

Every certificate area requires 20 ESE/SWD

If you hold any of the subject areas below, you must complete 40 reading points from these Reading sections (individually or combined): Elementary Ed, PreK/Primary, K-3, ESOL K-12, ESE K-12, MG English, English 6-12, Reading K-12, Reading Endorsement, MGIC 5-9

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To check whether you have bankable points for renewal, follow these steps.

1. At the top of the page select **"Credit Type Summary"**.



2. Refer to the "Bankable" column to see if you have any points available.



Type	Units	Accrued		Total	Last Reset
		Non-Bankable	Bankable		
In-service	Point(s)	0.0	0.0	0.0	05/24/2025
Reading Endorsement	Point(s)	0.0	0.0	0.0	05/24/2025
ESOL Endorsement	Point(s)	0.0	0.0	0.0	05/24/2025

Total Points Needed:

Florida requires **120 in-service points to renew** your professional certificate. **This must include 20 points in Students with Disabilities (SWD)** earned during the validity period of your current certificate.

Reading Requirement (NEW REQUIREMENT as of 6/30/2025 and after):

If you hold certain subject areas, you must earn **40 in-service points in Reading Instruction** as part of your 120 total points. This applies if your certificate includes any of the following:

*Elementary Education K–6 • Elementary Ed 1–6 • English 1–6 • Middle Grades English 5–9 • English 6–12
ESOL K–12 • Exceptional Student Education • Middle Grades Integrated Curriculum 5–9 • PreK–Primary
Primary K–3 • Reading K–12 • Reading Endorsement*

Educational Leadership Requirement:

If your certificate includes Educational Leadership or School Principal, you must earn 20 in-service points aligned to Florida's Educational Leadership Standards (FELS).

Banked Points (ESOL, Reading, SWD, and Overall Renewal)

Banked in-service points earned while holding a valid Temporary or Professional Certificate may be used toward renewal if they meet the requirements for that area and appear on your LAB transcript.

- ESOL, Reading, and SWD banked points may count toward your 120 total points.
- Banked SWD points may satisfy the 20-point SWD requirement.
- Banked Reading points may satisfy the 40-point Reading Instruction requirement if they meet Florida's evidence-based reading/SoR standards (Rule 6A-4.0051).
- Banked points earned before your current validity period may be applied if they were earned in excess of prior renewal requirements.

Need eligible courses? Access the list of approved Reading, SWD (ESE), and FELE options at [Professional Development Standards and Support](#).