COLORADO
Department of Education

Educator Licensing
https://www.cde.state.co.us/cdeprof

Change of Status form *for adjunct, apprenticeship, emergency and TEE authorizations and alternative licenses*

Forward this completed form to CDE to notify us of a change in a candidate's employment and/or enrollment.

Important note for alternative teacher candidates: If a CTE authorization was issued contingent on the candidate's alternative teacher license, both the authorization and license will be voided should the candidate cease alternative preparation participation.

by Email

1. **Email completed form to: faris_r@cde.state.co.us when candidate has resigned position and program.**
2. **Email completed form and new SOA if changing district or program.**
3. **3. Provide to candidate to include in a subsequent application if changing content area or if needing to renew credential.**

questions

General questions: Call 720.739.3304

Candidate's Information

*** Required**

Last Name*	First Name*	Middle Name*	Date of Birth*

Status Change / Reason for Change in Status

Choose one:* **Effective date***

Ceased participation in preparation program: ☐ Resigned ☐ Terminated

Ceased employment: ☐ Resigned ☐ Terminated

☐ Has changed placement** to:

(Name of new school/District/BOCES/Charter school)

Other: (please specify, e.g., credential no longer needed/applicable, candidate pursing other content area, etc.)

***candidate will be required to apply for a new credential if changing endorsement area*

Designated Agency / Institution of Higher Education / School District / BOCES

*** Required**

Representative's name*	Title*
Email address*	Phone*
Representative signature*	Date*