

**STATE BOARD OF EDUCATION
Action Item**

November 18, 2014

SUBJECT: Approval of Amendments to Rules relating to Educator Certification: 6A-4.0012, Application Information; 6A-4.002, General Provisions; 6A-4.0051, Renewal and Reinstatement of a Professional Certificate; and 6A-4.006, General and Professional Preparation

PROPOSED BOARD ACTION

For Approval

AUTHORITY FOR STATE BOARD ACTION

Sections 1012.56, 1012.585 Florida Statutes

EXECUTIVE SUMMARY

Proposed Educator Certification Rules 6A-4.0012, 6A-4.002, 6A-4.0051, and 6A-4.006, F.A.C., are recommended for amendment to insert provisions due to statutory changes, propose changes to streamline regulatory implementation, and update language for clarity.

Changes are proposed to:

- clarify the web-based application system as the primary method to apply for Educator Certification and adopt new paper-based application forms;
- clarify the records retention responsibilities of school district employers related to processing requests for certificate issuance on behalf of their employees;
- clarify the acceptable documentation required for use of educator certificates from other states or national organizations to satisfy Florida certification eligibility requirements;
- codify the Educator Certification electronic database as the custodial source for official certificate records;
- clarify the college teaching experience requirements related to mastery of general knowledge and mastery of professional preparation and education competence;
- adopt clarifying language related to examinations acceptable for demonstration of mastery of general knowledge, subject area knowledge, and professional preparation and education competence;
- adopt special certificate renewal provisions for training in the instruction of students with disabilities; and
- adopt revisions to the professional education credit requirements for demonstration of mastery of professional preparation through college coursework.

Supporting Documentation Included: Proposed Rules 6A-4.0012, Application Information; 6A-4.002, General Provisions; 6A-4.0051, Renewal and Reinstatement of a Professional Certificate; and 6A-4.006, General and Professional Preparation; Form CG-10, Application for a Florida Educator's Certificate and Form CG-10D (District Version); Form CG-10R, Application for Renewal or Reinstatement of a Professional Florida Educator's Certificate and CG-10RD (District Version)

Facilitators/Presenters: Brian Dassler, Deputy Chancellor, Educator Quality

6A-4.0012 Application Information.

(1) Application process. To apply for a Florida Educator's Certificate, an individual shall submit to the Bureau of Educator Certification the following:

(a) A completed Form CG-10 and a nonrefundable application fee. Form CG-10, Application for Florida Educator's Certificate, (insert link) effective December 2014 ~~October 2009~~, is hereby incorporated by reference and made a part of this rule. The form may be submitted online via the Department of Education, Educator Certification website, or may be retrieved ~~obtained without cost~~ from the website and submitted via postal delivery to the Florida Department of Education, Bureau of Educator Certification, 325 West Gaines Street, Tallahassee, Florida 32399-0400 ~~or may be submitted online via the Department of Education, Educator Certification website~~. The nonrefundable application fee is prescribed below:

1. Request for a professional certificate – \$75.00,
2. Request for a temporary certificate – \$75.00,
3. Request for an addition of a coverage or endorsement to a valid certificate – \$75.00,
4. Request for a valid certificate printed solely to reflect a change in name ~~change only~~ – \$20.00,
5. Request for a duplicate printing of a valid certificate – \$20.00,
6. Request for deletion of a ~~subject from a valid certificate~~ deletion – \$20.00; or

(b) A completed Form CG-10R and a nonrefundable application fee. Form CG-10R, Application for Renewal or Reinstatement of a Professional Florida Educator's Certificate (insert link) effective December 2014 ~~October 2009~~, is hereby incorporated by reference and made a part of this rule. The form may be submitted online via the Department of Education, Educator Certification website, or may be retrieved ~~obtained without cost~~ from the website and submitted via postal delivery to a district school board office or to the Florida Department of Education, Bureau of Educator Certification, 325 West Gaines Street, Tallahassee, Florida 32399-0400 ~~or may be submitted online via the Department of Education, Educator Certification website~~. The nonrefundable application fee is \$75.00. An application for renewal of a professional certificate that is received by the Bureau of Educator Certification or by a district school board office after the expiration of the professional certificate as specified in Rule 6A-4.0051, F.A.C., shall be submitted with a \$30.00 late fee in addition to the nonrefundable application fee.

(2) No change.

(3) Completed applications.

(a) A completed application shall consist of the completed web-based or hardcopy application form, nonrefundable application fee, official documentation of academic preparation as specified in Rule 6A-4.003, F.A.C. transcripts, and other documents required by rule or law to process the application. The applicant shall be advised of additional information that is required to complete the application.

(b) through (4) No change.

(5) District application process. Form CG-10RD, Application for Renewal of a Florida Professional Educator's Certificate – District Version, (insert link) effective December 2014, is hereby incorporated by reference and made a part of this rule. Form CG-10D, Application for a Florida Educator's Certificate – District Version, (insert link) effective Decemember 2014, is hereby incorporated by reference and made a part of this rule. Each district school board office shall process requests for the issuance of ~~issue~~ certificates for employees of the school district via the Department of Education, Educator Certification web-based system as follows:

(a) An application for renewal of a professional certificate. School district employees shall submit a completed application, Form CG-10RD, and the nonrefundable application fee prescribed in paragraph (1)(b) of this rule, to

their employing district school board office.

(b) An application for an addition of a subject to a valid professional certificate based upon a passing score earned after July 1, 2002, on the bachelor's degree level Florida subject area test. School district employees shall submit a completed application, Form CG-10D, and the nonrefundable application fee prescribed in paragraph (1)(a) of this rule, to their employing district school board office.

(c) An application for an addition of an endorsement area to a valid certificate based on the completion of approved inservice core components or a district add-on endorsement program. School district employees shall submit a completed application, Form CG-10D, and the nonrefundable application fee prescribed in paragraph (1)(a) of this rule, to their employing district school board office.

(d) An application for a valid certificate printed issued solely to reflect a change in name, and

(e) An application for a duplicate printing of a valid certificate. School district employees shall submit a completed application, Form CG-10D, and the nonrefundable application fee prescribed in paragraph (1)(a) of this rule, to their employing district school board office.

(6) The employing school district shall remit on a monthly basis to the Department of Education thirty (30) dollars of each seventy-five (75) dollar fee and seven (7) dollars of each twenty (20) dollar fee collected for processing application requests for the issuance of certificates for costs to maintain the Department of Education, Educator Certification electronic database technology system, web-based application processing systems, and the official personnel records printing and mailing of persons to whom certificates are issued.

(7) The employing school district is responsible for retention of all documentation of each application request it processes for the issuance of a certificate for any individual employed by the school district and maintaining custody of the documentation as records in the employee personnel file. The documentation shall include, but need not be limited to, the employee's completed application request form and documentation of academic preparation, professional development training, or other evidence establishing the successful completion of applicable educator certification eligibility requirements. Upon request or as required by law, the documentation of educator certification application requests incorporated in the employee personnel file shall be made available to authorized Department of Education personnel in the course of conducting an investigation of any legally sufficient complaint filed against such employee.

Rulemaking Authority 1001.02, 1012.55, 1012.56, 1012.586, 1012.59 FS. Law Implemented 943.0585, 943.059, 1012.31, 1012.32, ~~1012.54~~, 1012.55, 1012.56, 1012.586, 1012.59, 1012.798 FS. History—New 7-6-82, Amended 9-27-83, Formerly 6A-4.012, Amended 12-25-86, 10-26-88, 5-2-90, 4-24-91, 7-7-92, 5-3-94, 7-18-95, 9-17-01, 11-25-03, 12-27-04, 1-1-08, 10-21-09,

6A-4.002 General Provisions.

(1) Educator's certificates.

(a) through (h) No change.

(i) Certificates from other states. Certificates from other states shall not be valid for teaching in Florida.

1. Certificates from other states used to document eligibility for a Florida certificate shall:

a. Be the valid standard educator's certificate issued by that state which is comparable to a Florida Professional Certificate,

b. Be issued in a subject comparable to a Florida certification subject, and

c. Require the same or higher level of training required for certification in that subject in Florida.

2. Official documentation of another state's certificate or license shall be a legible copy photocopy of the front and back of the original certificate or license, or a printed copy of an official record of the certificate or license provided by the issuing authority, and must include:

a. A certificate or license title that clearly designates the stage or level for which the educator qualifies,

b. The subject area/s and endorsement/s for which the educator qualifies,

c. The ages and/or instructional grade levels of students for which the educator qualifies to teach each subject or endorsement,

d. The date(s) that the certificate or license is valid, and,

e. The name of the educator and an educator identification number or other unique identifier for validation of the certificate or license against official records maintained by the issuing authority.

(j) Certificates from national certification organizations. Certificates issued by national certification organizations shall not be valid for teaching in Florida.

1. Certificates issued by national certification organizations approved in Florida Statute or by the State Board of Education to document eligibility for a Florida certificate shall:

a. Be the valid standard educator's certificate issued by the national certification organization,

b. ~~1.~~ Be issued in a subject comparable to a Florida certification subject,

c. ~~2.~~ Require the same or higher degree level of training required for certification in that subject in Florida, and

2. 3. Official documentation of the national certificate shall be a legible copy photocopy of the front and back of the original certificate or a printed copy of an official record of the certificate or license provided by the issuing authority, and must include:

a. A certificate or license title that clearly designates the stage or level for which the educator qualifies,

b. The subject area/s and endorsement/s for which the educator qualifies,

c. The ages and/or instructional grade levels of students for which the educator qualifies to teach each subject or endorsement,

d. The date(s) that the certificate or license is valid, and,

e. The name of the educator and an educator identification number or other unique identifier for validation of the certificate or license against official records maintained by the issuing authority.

(k) No change.

(l) The electronic database maintained by the Bureau of Educator Certification serves as the custodial source for official Department of Education records of each person to whom a Florida Educator's Certificate is issued. Educator Certification notifies an educator by electronic mail upon issuance of a certificate and provides the educator secure access to review and retrieve a printable copy of his/her currently valid certificate(s) via the Educator Certification website. Authorized Florida school employers are provided secure, online access to verify an educator's certification information for employment screening before hiring instructional personnel and school administrators. The bureau provides online access via the Educator Certification website for the inspection of public records of educators to whom a currently valid certificate is issued.

(m) A valid standard certificate issued by the American Board for Certification of Teacher Excellence (ABCTE), as documented according to subparagraph (1)(j)2. of this rule, is acceptable to demonstrate mastery of general knowledge and mastery of subject area knowledge in the comparable Florida subject(s). An acceptable ABCTE certificate also satisfies the requirements for completion of professional preparation courses and achievement of a passing score on the professional education competency examination. An ABCTE certificate is not

acceptable to meet the requirement for completion of a professional education competence demonstration program pursuant to Section 1012.56(8)(b), F.S.

(2) No change.

(3) College credit. College credit used for educator certification purposes shall be undergraduate or graduate credit earned at an accredited or approved institution or recommended by the American Council on Education (ACE) as specified in Rule 6A-4.003, F.A.C. All college credit shall be computed by semester hours. One (1) quarter hour of college credit shall equal two-thirds (2/3) of one (1) semester hour. Community and junior college credit used for educator certification purposes shall parallel those of the first and second years of course work at an accredited or approved institution and shall be comparable to courses offered at Florida state, community and junior colleges which have been approved by the Florida Department of Education.

~~(4) Waiver of college credit.~~

(a) Course exemption. Exemption from a college course as verified in writing by the institution of higher education shall be accepted the same as credit earned in that course to meet a specific course requirement for certification.

(b) College teaching experience. Teaching a college credit course, excluding courses for academic remediation, at an accredited or approved institution ~~or an accredited community or junior college~~ as described in Rule 6A-4.003, F.A.C., shall be accepted the same as credit earned in that course to meet a specific course requirement for certification. A written statement from the registrar or other official designated by the president verifying the college teaching experience shall be filed with the Bureau of Educator Certification, Florida Department of Education.

(c) Teaching faculty. Documentation of college teaching experience related to mastery of general knowledge and mastery of professional preparation and education competence shall be an official letter from the registrar or dean from the accredited or approved institution verifying the dates of employment, and the prefix, number, and credit hours of the courses taught. The college teaching experience must have:

1. Been earned in at least two (2) separate college or university terms,

2. Resulted in earned college-level credit for the students in at least one (1) course each term, and

3. Been earned while a member of the teaching faculty at the accredited or approved institution as a:

a. Full-time member of the teaching faculty of a college (1012.82, F.S.), or a full-time equivalent teaching faculty member at a university (1012.945, F.S.), or

b. Part-time member of the teaching faculty with total college teaching experience equivalent to at least two (2) semesters of full-time experience.

(d) A college course for which multiple semester hour credits are earned may be used to satisfy more than one (1) subject specialization or professional preparation credit requirement. The number of specific credit requirements satisfied shall not be greater than the total number of semester hour credits earned for the college course.

(4) Examinations. The examinations used for demonstration of mastery of general knowledge, professional education competence, and subject area knowledge shall be aligned with student standards approved by the State Board of Education pursuant to s. 1012.56(4) & (9)(f), F.S.

(a) To align with current student standards and, therefore, be acceptable to satisfy educator certification requirements, a passing score on an examination identified in state board rule must have been earned during the ten (10) years immediately preceding application and qualification for a certificate, unless otherwise stipulated in relevant statute or rule.

(b) The State Board of Education will identify a passing score, by amendment to this rule, on an appropriate

national or international examination to satisfy mastery of general knowledge or, for a subject for which a Florida subject area examination has not already been developed or approved, mastery of subject area knowledge. The Department will coordinate a comprehensive study to determine if the exam assesses comparable content and relevant standards to the approved Florida Teacher Certification Examination (FTCE) competencies and skills or, for subject area knowledge, the approved specialization requirements for the subject area. The study must also recommend a passing score at approximately the same level of rigor to establish an examinee's competence to become an effective professional educator in the assessed content area.

(c) The verification of the attainment of essential subject matter competencies is not acceptable for demonstrating mastery of subject area knowledge whenever a Florida subject area examination has been developed or a national or international examination has been approved by the State Board of Education. Achievement of a passing score is required on the examination as identified in state board rule to satisfy mastery of subject area knowledge unless this requirement is satisfied by another acceptable means provided in s. 1012.56(5), F.S.

(d) Achievement of a score above the Intermediate level on the Oral Proficiency Interview (OPI) or the Oral Proficiency Interview by Computer (OPIC), and a score above the Intermediate level on the Writing Proficiency Test (WPT) on an examination administered by the American Council on the Teaching of Foreign Languages (ACTFL) shall satisfy subject area specialization requirements and mastery of subject area knowledge in the comparable certification in a world language for which a Florida subject area examination has not been developed.

(5) through (6) No change.

Rulemaking Authority 1001.02, 1012.55, 1012.56 FS. Law Implemented ~~4001.02~~, 1001.10(5)(b), 1001.10(6), 1012.55, 1012.56 FS. History—New 4-10-64, Amended 4-8-68, 4-11-70, 10-18-71, 3-19-72, 12-18-72, 6-17-73, 4-19-74, Repromulgated 12-5-74, Amended 6-22-76, 6-27-77, 12-26-77, 4-27-78, 7-1-79, 7-2-79, 6-26-80, 7-28-81, 1-3-82, 5-11-82, 6-22-83, 3-28-84, 1-31-85, 3-13-85, Joint Administrative Objection Filed – See FAR Vol. 12, No. 11, March 14, 1986, Formerly 6A-4.02, Amended 12-25-86, 10-18-88, 10-10-89, 4-15-91, 11-10-92, 5-30-94, 11-13-96, 10-15-01, 12-27-04, 7-27-06, Joint Administrative Procedures Committee objection resolved by Chapter 86-156, Laws of Florida, Florida Administrative Register Vol. 35, No. 27, July 10, 2009, Amended 1-1-14,

6A-4.0051 Renewal and Reinstatement of a Professional Certificate.

A professional certificate is renewed or reinstated and certification coverages retained on the certificate in accordance with the following provisions:

(1) through (4) No change.

(5) Special provisions for teachers of limited English proficient students, teachers of students with disabilities and teachers of reading.

(a) An educator who holds a professional certificate may use college credits or inservice points completed in English-for-Speakers-of-Other-Languages training, training in the instruction of students with disabilities, and the teaching of reading in excess of six (6) semester hours during one certificate-validity period toward renewal of the professional certificate during the subsequent validity periods.

(b) An educator who holds a temporary certificate may use college credits or inservice points completed in English-for-Speakers-of-Other-Languages training, training in the instruction of students with disabilities, and the teaching of reading toward renewal of the educator's first professional certificate. Such training must not have been included within the degree program, and the educator's temporary and professional certificates must be issued for consecutive school years.

(c) These provisions supersede the requirements in paragraph (3)(a) of this rule for the individuals noted in paragraphs (5)(a) and (b) of this rule.

(6) through (7) No change.

Rulemaking Authority 1001.02, 1012.55, 1012.585 FS. Law Implemented 1012.55, 1012.585 FS. History—New 12-25-86, Amended 4-23-91, 2-12-92, 10-15-01, 12-27-04, 2-25-14,

6A-4.006 General and Professional Preparation.

(1) General preparation. A bachelor's or higher degree from an accredited or approved institution as described in Rule 6A-4.003, F.A.C., shall be considered to have met the general preparation course requirements.

(2) Professional preparation.

(a) For applications received before January 1, 2016, Courses for the professional preparation and education competence requirement pursuant to the college course certification option in Section 1012.56(6)(f), F.S., are fifteen (15) semester hours with credit in the following professional education areas:

1. Classroom management including safe learning environments,
2. Human development and learning,
3. Educational assessment to include the content measured by state achievement tests and the interpretation and utilization of data to improve student achievement,
4. Effective instructional strategies including the needs of diverse learners,
5. For the middle (grades 5-9) and secondary (grades 6-12) level subject coverages and the K-12 level subject coverages: art, music, dance, computer science, health, foreign languages, and humanities, curriculum and special methods of teaching the subject, and
6. For middle (grades 5-9) and secondary (grades 6-12) level subject coverages, foundations of research-based practices in teaching reading-competency two of the State Board approved reading endorsement competencies.

(b) For applications received beginning January 1, 2016, professional preparation courses pursuant to Section 1012.56(6)(f), F.S., are a minimum of fifteen (15) semester hours with credit in the following professional education areas:

1. Classroom management with a focus on creating safe learning environments in which effective teaching and learning can take place by promoting a physically, emotionally, socially and academically secure climate for students,
2. Child and adolescent development including theories and principles of learning,
3. Educational assessment practices that include analysis and application of data from statewide standardized assessments and other multiple sources to improve instruction and learning,
4. Effective instructional techniques, strategies, and materials to meet the needs of diverse learners, including students with disabilities,
5. For certificate subject coverages classified by rule as academic or degreed vocational, applications of research-based instructional practices in reading, and,
6. Instructional strategies for teaching students of limited English proficiency including instruction in the English language and development of the student's mastery of the four language skills of listening, speaking, reading and writing.

(c) ~~(b)~~ Practical experience in teaching. Practical experience in teaching may be satisfied by one of the following methods:

1. One year of full-time teaching experience in an elementary or secondary school as specified in Rule 6A-4.002, F.A.C., or

2. Six semester hours earned in a college student teaching or supervised internship in which the candidate demonstrates his or her ability to positively impact student learning growth with a diverse population of students completed in an elementary or secondary school.

~~(c) Additional requirements in teaching reading and professional education for grades kindergarten through grade six and for exceptional education students are included in the separate certification subject specialization State Board Rules.~~

~~(d) All the professional education requirements for preschool and prekindergarten — grade three subject coverages in lieu of the requirements in paragraph (2)(a) of this rule are included in the separate certification subject specialization State Board Rules.~~

~~(d) (e)~~ The requirements of paragraph (2)(a) or (2)(b) of this rule are not applicable and shall not be required for school social worker or speech-language impaired certification.

~~(3) Professional preparation for agriculture (grades 6-12):~~

~~(a) Courses for professional preparation and education competence requirement pursuant to the college course certification option in Section 1012.56(6)(f), F.S., for agriculture are fifteen (15) semester hours with credit in the following professional agricultural education areas:~~

~~1. Curriculum development and educational assessment in agriculture;~~

~~2. Instructional strategies of teaching agriculture;~~

~~3. Program planning in agricultural education;~~

~~4. An agriscience teacher induction course which includes:~~

~~a. Basic principles and philosophy of agricultural education, and~~

~~b. Strategies for classroom management.~~

~~(b) The practical teaching experience requirement may be satisfied as specified in paragraph (2)(b) of this rule.~~

Rulemaking Authority 1001.02, 1012.55, 1012.56 FS. Law Implemented ~~1001.02, 1012.54~~, 1012.55, 1012.56 FS. History-New 4-20-64, Amended 4-8-68, 7-7-68, 4-11-69, 6-17-73, Repromulgated 12-5-74, Amended 10-12-76, 7-1-79, 11-5-84, Formerly 6A-4.06, Amended 9-12-89, 5-30-94, 7-17-00, 10-15-01, 7-27-06.

Joint Administrative Procedures Committee objection resolved by Chapter 86-156, Laws of Florida, Florida Administrative Register Vol. 35, No. 27, July 10, 2009.

**Apply Online at:
www.fldoe.org/edcert**

Contact the office by telephone at:
(800) 445-6739 (U.S. residents)
(850) 245-5049 (Outside U.S.)

Use the CG-10 form to apply for:

- A Temporary or Professional Certificate
- Addition or deletion of a subject on your existing Certificate
- A bUa Y VxUb[Y'cb'cf'df]bHYX'Xi d`WUHY V&dm cZnci f'YI]gh]b['Certificate
- An Athletic Coaching Certificate



FLORIDA

Educator Certification APPLICATION



MAIL ALL APPLICATION MATERIALS TO:

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 W. Gaines Street
Tallahassee, FL 32399-0400

Instructions for Completing Your Application for Educator Certification

A COMPLETE APPLICATION REQUIRES THE FOLLOWING ITEMS:

- Appropriate non-refundable application fees (see CHART ON NEXT PAGE)
- Official documentation of your educational training in the form of an OFFICIAL transcript from each college/university reflecting conferral of a bachelor's or higher degree. Transcripts reflecting isolated college credit should also be submitted if the credit is related to your eligibility for the subject(s) you have requested. See the Degrees and Credits Acceptable for Florida Certification section for specific information. PHOTOCOPIES are not official transcripts.
- Photocopies (front and back) of all valid out-of-state educator certificates or nationally issued educator certificates.

To receive an evaluation for eligibility, the Bureau of Educator Certification must receive the above items within one year (12 months) from the date the application form is received, or the application form will expire and all associated fees will be forfeited.

Ensure that your social security number or Florida DOE# is clearly printed on all documents submitted.

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.*

All documents submitted become part of your official Florida certification record and cannot be returned.

GENERAL INSTRUCTIONS ON HOW TO COMPLETE THIS FORM

- Complete entire application form using a black or dark blue ink pen. Do not use pencil. Do not use a photocopy of this form.
- Fill in all circles completely (i.e. ●).
- All entries should be clearly typed or hand written in UPPER CASE LETTERS within the boxes provided.
- There should be at least one blank space between each word for any entry.
- DO NOT staple, tape, or use correction fluid on the form.

PERSONAL INFORMATION:

1. Social Security Number: Enter only your valid Social Security Number issued to you by the United States Social Security Administration (refer to SSN Statement).
2. Birth Date: Date should be filled out in MMDDYYYY format. Use leading zeros with single digit numbers. For example, January 5, 2001, must be entered as "01052001."
3. US Citizenship: Indicate whether or not you are a U.S. citizen.
- 4-6. First, Middle and Last Name: Enter this information clearly. If you have had a legal name change please be sure to include documentation along with your application.
- 7-10. Mailing Address: Enter your complete address. This is the address to which all official correspondence will be mailed from our office.
11. Phone Number: Include area code. No parentheses necessary.
12. Country: If your address is outside the U.S., write the complete country name.
13. E-mail: Enter your valid e-mail address to which this office may send official communication.

CURRENT VALID FLORIDA EDUCATOR'S CERTIFICATE INFORMATION:

If you hold a Florida Educator's Certificate that has not yet expired, complete this section. A Statement of Status of Eligibility is not a currently valid Florida Educator's Certificate.

CERTIFICATE OR SERVICE REQUESTED

Service Code	Service Requested	Fee
INITIAL	I want to apply for my Initial Florida Educator's Certificate and have never held a Florida Educator's Certificate before, OR I have held a Florida Educator's Certificate but it has expired for more than one school year. (Fill in subject code box.)	\$75.00 per subject requested
ADDNEW	I want to add a new subject(s) to my valid Temporary or Professional certificate. (Fill in subject code box.)	\$75.00 per subject requested
PROCERT	I want to apply for a Professional Certificate in one or all of the same subjects on my Temporary Certificate, which has not expired for more than one school year. (Fill in subject code box.)	\$75.00 only
NEWPRO	I want to apply for a Professional Certificate in a different subject than shown on my Temporary Certificate, which has not expired for more than one school year. (Fill in subject code box.) Note: If you wish to apply for the same subjects on your Temporary and additional subjects, you will need to submit two separate applications.	\$75.00 per subject requested
COACH	I want a certificate covering only Athletic Coaching.	\$75.00 only
RETEMP	I want to re-issue my 1-year Temporary Certificate, which has not expired for more than one school year.	\$75.00 only
DELETE	I want to delete a subject from my valid Florida Educator's Certificate. (Fill in subject code box.)	\$20.00 per subject requested
COPYCERT	I want to apply for a printed copy of my currently valid certificate. Florida educators may submit application to their school district employer. NOTE: A duplicate cannot be requested of an expired certificate.	\$20.00 only
NMCHANGE	I want to change my name on a printed copy of my currently valid certificate. Florida educators may submit application to their school district employer.	\$20.00 only
Make fees payable to: F@BC9EduWhtcf7Yff7cation		

ACADEMIC TRAINING: Record all colleges and universities attended. Submit official transcripts from all institutions from which you have earned a degree or completed isolated coursework. See "Degrees and Credits Acceptable for Florida Certification" for detailed information on official documentation of academic training.

NON-FLORIDA EDUCATOR CERTIFICATES/LICENSES: If you hold an educator certificate/license issued by a state other than Florida, a U.S. territory, or a nationally issued educator certificate, complete this section and include a photocopy of your certificate (front and back) for review.

LEGAL DISCLOSURE: 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. You must complete the Affidavit at the end of the Legal Disclosure Supplement as well as on the back page for your application to be complete.

AFFIDAVIT: You must read, print your name, and affix your legal signature.

Bureau of Educator Certification

Subject Area/Grade Level Chart

Effective October 25, 2011

Use codes on this chart to complete subject/s for the CG-10 Application Form

Academic Coverages	Grade Levels	Subject Code
Art	K-12	1001/6
Biology	6-12	1003/1
Chemistry	6-12	1004/1
Computer Science	K-12	1006/6
Dance	K-12	1007/6
Drama	6-12	1008/1
Earth-Space Science	6-12	1009/1
Elementary Education	K-6	1013/K
English	6-12	1015/1
English for Speakers of Other Languages (ESOL)	K-12	1016/6
Exceptional Student Education	K-12	1077/6
Health	K-12	1022/6
Hearing Impaired	K-12	1023/6
Humanities	K-12	1026/6
Journalism	6-12	1029/1
Mathematics	6-12	1031/1
Middle Grades English	5-9	1015/C
Middle Grades General Science	5-9	1033/C
Middle Grades Mathematics	5-9	1031/C
Middle Grades Social Science	5-9	1052/C
Music	K-12	1035/6
Physical Education	K-12	1036/6
Physics	6-12	1038/1
PreKindergarten/Primary Education	PK-3	1041/H
Preschool Education (Birth through Age 4)	0-4 Yrs	1042/A
Reading	K-12	1046/6
Social Science	6-12	1052/1
Speech	6-12	1056/1
Speech-Language Impaired	K-12	1057/6
Visually Impaired	K-12	1059/6
World Language – Arabic	K-12	1080/6
World Language – Chinese	K-12	1005/6
World Language – Farsi	K-12	1081/6
World Language – French	K-12	1017/6
World Language – German	K-12	1019/6
World Language – Greek	K-12	1020/6
World Language – Haitian Creole	K-12	1082/6
World Language – Hebrew	K-12	1024/6
World Language – Hindi	K-12	1083/6
World Language – Italian	K-12	1027/6
World Language – Japanese	K-12	1028/6

Academic Coverages	Grade Levels	Subject Code
World Language – Latin	K-12	1030/6
World Language – Portuguese	K-12	1040/6
World Language – Russian	K-12	1047/6
World Language – Spanish	K-12	1054/6
World Language – Turkish	K-12	1084/6
Academic/Specialty Endorsements		
American Sign Language		1079/E
Autism Spectrum Disorders		1078/E
Gifted		1062/E
Orientation and Mobility		1064/E
PreKindergarten Disabilities		1065/E
Severe or Profound Disabilities		1066/E
General Endorsements		
Athletic Coaching		1002/E
Driver Education		1061/E
English for Speakers of Other Languages (ESOL)		1016/E
Reading		1046/E
Administrative Coverages		Grade Levels
Administration of Adult Education	Adult	1000/2
Educational Leadership	All Levels	1011/F
School Principal	All Levels	1049/F
Specialty Coverages		Grade Levels
Educational Media Specialist	PK-12	1012/D
Guidance and Counseling	PK-12	1021/D
School Psychologist	PK-12	1050/D
School Social Worker	PK-12	1051/D
Degreed Vocational Coverages		Grade Levels
Agriculture	6-12	1067/1
Business Education	6-12	1068/1
Family and Consumer Science	6-12	1069/1
Technology Education	6-12	1070/1
Marketing	6-12	1072/1
Local Director of Vocational Education	Voc	1071/7
Vocational Endorsements		
Teacher Coordinator of Cooperative Education		1074/E
Teacher Coordinator of Work Experience Programs		1075/E
Coaching Certificate		
Athletic Coaching	K-12	1002/6

Some of the above noted coverages require specific degree majors and/or graduate degrees.

Please be advised that an endorsement is a rider on a valid Florida educator's certificate with another subject coverage. An academic/specialty endorsement can only be a rider with specified subject coverages. An endorsement cannot stand alone on a certificate.

Please visit our website at www.fldoe.org/edcert, for more information regarding the specific requirements of these coverages or endorsements.



**CG-10 APPLICATION FOR A
FLORIDA EDUCATOR'S CERTIFICATE**

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, FL 32399-0400

EMPLOYER DATE STAMP	FLDOE DATE STAMP

PERSONAL INFORMATION Complete entire Application in UPPERCASE letters using only black or blue ink.

1A. U.S. Social Security Number	1B. DOE Number	2. Birth Date (MM/DD/YYYY)	3. Are you a US Citizen? Yes No
<input type="text"/>	<input type="text"/>	<input type="text"/>	
4. First Name (Given Name)		5. Middle Name	
<input type="text"/>		<input type="text"/>	
6. Last Name (Family Name)			
<input type="text"/>			
7. Mailing Address (Street Number and Street Name)			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
8. City			
<input type="text"/>			
9. State	10. Postal Code	11. Phone	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
12. Country			
<input type="text"/>			
13. E-mail Address (For Official Communication from Educator Certification)			
<input type="text"/>			

14. What is your gender? (Optional) M F
15. Are you Hispanic or Latino? (Optional, choose only one) No, not Hispanic or Latino Yes, Hispanic or Latino
16. What is your race? (Optional, mark all that apply) American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Pacific Islander White

17. CURRENT VALID FLORIDA EDUCATOR'S CERTIFICATE INFORMATION

Select here if you do not hold a currently valid Florida Educator's Certificate (Skip to section 18)	
Please select your currently valid Florida Certificate Type.	Please indicate the validity period for your Florida Certificate.
Professional Temporary Athletic Coaching	July 1, to June 30,

18. CERTIFICATE OR SERVICE REQUESTED : See Instructions for Assistance

Please select the Certificate Service Requested: (select only one service per application)		
\$75 per subject selected	\$75 only	\$20 per subject selected
INITIAL (Fill in subject code box below)	COACH (Fill in subject code 1002/6 below)	DELETE (Fill in subject code box below)
ADDNEW (Fill in subject code box below)	RETEMP (Skip to section 19)	\$20 for printed certificate copy
NEWPRO (Fill in subject code box below)	PROCERT (Skip to section 19)	NMCHANGE (Skip to section 19)
		COPYCERT (Skip to section 19)

List the subject code(s) for type of Certificate of Service Requested (Refer to Subject Area/Grade Level Chart)

19. ACADEMIC TRAINING : P`YUgY bcHY U` Cc`Y[YgcfI b] YfgjHYgUHYbXYX

Name of College(s)/Branch Campus	State	Degree	Graduation Date	Major	Others Credits Attendance Dates	Last Name While Attending School/College

20. TEACHING EXPERIENCE RECORD (Substitute teaching experience is not acceptable)

List Teaching Experience Since Last Florida Certification Application Submitted

Date of Employment		Name of Employer			Subject	Grade Level	Full -Time/ Part-Time	Public or Private School
Begin	End	School Name	County	State				

21. NON- FLORIDA EDUCATOR CERTIFICATE/LICENCES : Include U dhocopy of nour Certificate(s) (Zont-back) for feview

Certificate Type	State/ National	Certificate Number	Subject And Grade Levels	Validity Period (mm/dd/yyyy to mm/dd/yyyy)

22. LEGAL DISCLOSURE

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. Your signature is required every time it occurs within the form for your application to be complete - within the Applicant Signature and Application Affidavit sections below and within the Legal Disclosure Affidavit section at the end of the Legal Disclosure Supplement.

23. PAYMENT INFORMATION (Please make fees payable to FLDOE '9Xi WWhcf'7 YffhZWHcb)

Amount	Method	Payment Number
\$ <input type="text"/>	<input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Money Order <input type="checkbox"/> Voucher	<input type="text"/>

24. APPLICANT SIGNATURE

I, _____, Agree to Pay \$ for MY Non-Refundable Application Processing Fee.
Applicant's Signature

25. APPLICATION AFFIDAVIT

I, , do hereby certify that I subscribe to and will uphold the principles incorporated in
Print Name

the Constitution of the United States of America and the Constitution of the State of Florida.

I do hereby affirm that all information provided in my application for a Florida Educator's Certificate is true, accurate, and complete.

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.

Applicant's Signature
Date



CG-10 APPLICATION FOR A FLORIDA EDUCATOR'S CERTIFICATE

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, FL 32399-0400

PERSONAL INFORMATION

Complete in UPPERCASE letters using only black or blue ink.

U.S. Social Security Number

[Empty box for U.S. Social Security Number]

DOE Number

[Empty box for DOE Number]

First Name

[Empty box for First Name]

Last Name

[Empty box for Last Name]

LEGAL DISCLOSURE (Florida Law requires you to provide a YES or NO response)

After answering each of the following questions, you must sign and date the affidavit to complete this section of your application. Please refer to the instructions in the Legal Disclosure Supplement on the reverse side of this page for additional information regarding this section of the application form.

SEALED OR EXPUNGED RECORDS (Report ONLY sealed or expunged records in this section)

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

- YES NO 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 on a criminal of 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?

SEALED or EXPUNGED records MUST BE REPORTED pursuant to ss. 943.0585 and 943.059, Florida Statutes. However, existence of such records WILL NOT BE DISCLOSED nor made part of your certification file which is public record.

CRIMINAL OFFENSE RECORD(S) (Report any record other than sealed or expunged in this section.)

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

- YES NO 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?

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

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

- YES NO 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?

If you answered YES to any of the preceding questions, you must complete U information k in the Legal 8jgWcg fy G ddYa Ybhcb h.Y fyj YfgY side of this page" DYUg/ d'fcj jXY XYHJYX bZfa Uhc b Zf YUWU UZifa UHj Y fYgcbg' and submit t\ jZfa hC Vca d'HY your application.

LEGAL DISCLOSURE SUPPLEMENT

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 on 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.myfloridateacher.com for more information.

First Name	Middle Name	Last Name	Former Name	Any Other Last Names / Aliases

SEALED OR EXPUNGED RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

CRIMINAL OFFENSE RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	

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.

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.

Applicant's Signature

Date

Degrees and Credits Acceptable for Florida Certification

To receive an evaluation for eligibility, you must hold at least a bachelor's degree from an accredited or approved institution as described below.

DEGREES AWARDED BY U.S. INSTITUTIONS

As official documentation of your educational training, you must submit official transcripts from U.S. institutions reflecting conferral of degrees awarded. A degree awarded by an institution located within the U.S. is acceptable if the institution is authorized to award bachelor's degrees and meets one of the following criteria:

- Accreditation by one of the six regional accrediting associations
- Accreditation by an accrediting agency approved by the U.S. Department of Education
- Acceptance of the degree for certification purposes by the state department of education where the institution is located

You may also submit official transcripts of isolated coursework for consideration in your evaluation. To accept the coursework the official transcript must show that college level credit was awarded by an institution that meets the above criteria and is authorized to award an associate's or higher degree.

College level credits awarded by the American Council on Education (ACE) are also acceptable.

Official transcripts shall be original documents, shall bear the seal of the institution and the signature of the registrar or other official designated by the president of the institution, and shall include descriptive titles, credits, and grades for all courses listed.

DEGREES AWARDED BY INSTITUTIONS OUTSIDE THE U.S.

Applicants who completed academic training outside the United States must hold a degree that is determined to be equivalent to a U.S. accredit bachelor's degree. You should submit the documentation described below with the completed CG-10 application form and processing fee.

Credential evaluation report of United States equivalency

The applicant must submit an original credential evaluation report that includes a statement of United States degree equivalency and a breakdown of coursework into descriptive course titles and semester-hour credits. Documents submitted to the Bureau of Educator Certification become part of the applicant's permanent certification record and cannot be returned. Photocopies are not accepted.

The credential evaluation report may be provided by one of the following:

- an accredited four-year college or university in the United States
- a current member of the National Association of Credential Evaluation Services (NACES)
- a current member of the Association of International Credential Evaluators (AICE)
- a credential evaluation agency approved by the Bureau of Educator Certification.

Criteria for the approval of credential evaluation agencies are outlined in State Board of Education Rule 6A-4.003, Florida Administrative Code.

NON-CITIZENS

Additional information for individuals who are not citizens of the United States.

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. The Bureau of Educator Certification cannot provide assistance with visas since this is strictly an employment issue. Consequently, matters related to immigration status or visas should be discussed with any prospective employer. Upon employment in an approved Florida school, the employer must submit appropriate documentation of immigration status to the Bureau of Educator Certification as one requirement for issuance of a Florida Educator's Certificate.

Steps to Certification

COMPLETING THE FOLLOWING FOUR STEPS WILL LEAD TO AN INITIAL FLORIDA CERTIFICATE

1 Submit a Complete Application Package—Submit an Application Form CG-10, appropriate nonrefundable processing fee for subject(s) requested, copies of valid certificates you hold from other U.S. states, U.S. territories, National Board for Professional Teaching Standards (NBPTS), or American Board for Certification of Teacher Excellence (ABCTE), and official documentation of all college and university degrees and credits as detailed in Degrees and Credits Acceptable for Florida Certification on the preceding page. You must document at least a bachelor's degree from an accredited or approved institution to complete the application package.

2 Receive an Official Statement of Status of Eligibility—In response to the Complete Application Package, you will receive an Official Statement of Status of Eligibility, which reflects the result of our evaluation and is the official notice of whether or not you qualify for a certificate. The Official Statement either verifies that you qualify for a Florida certificate or lists requirements that must be completed for you to qualify for a certificate. If the Official Statement indicates that you are not eligible, deficiencies must be completed before proceeding to Step 3.

3 Obtain Employment in a Florida School—If the Official Statement reflects that you are eligible for at least a Temporary Certificate, then you are eligible to seek employment as an educator in Florida. Local school board personnel offices provide information about that school district's employment process. You must hold a Temporary or Professional Certificate to teach in Florida's public schools.

4 Submit Fingerprints Processed by the FDLE and FBI—If you are employed with a Florida public school district, the employer will assist you with completing the required fingerprint process and will submit to our office the fingerprint report required for issuance of a Florida Educator's Certificate. If you are employed in an acceptable Florida nonpublic school, the fingerprints are submitted through your employer to the Bureau of Educator Certification.

The individual who holds a Statement of Status of Eligibility (Step 2) verifying eligibility for a Florida Professional Certificate is issued the certificate after his/her fingerprints have been cleared. If you are not seeking employment in Florida or you have an immediate need for issuance of the Professional Certificate, you can request a fingerprint packet by contacting our office, the Bureau of Educator Certification.

NOTE: If your application or fingerprint report reflects a criminal offense record, that information is referred to the Florida Department of Education's Office of Professional Practices Services. Issuance of your certificate is contingent upon the results of its review.

Types of Florida Educator's Certificates

Florida issues two types of Educator's Certificates. The standard renewable certificate in Florida is the **Professional Certificate**, which is valid for five school years. The **Temporary Certificate** is valid for three school years and cannot be renewed. Florida does not issue an "emergency" certificate.

Qualifying for a Professional Certificate

Direct Routes to a Professional Certificate—Florida laws provide for the acceptance of valid standard certificates from other U.S. states, U.S. territories, and the NBPTS to meet all qualifications (mastery of general knowledge, mastery of subject area knowledge, mastery of professional preparation and education competence) for the Professional Certificate. You should submit copies of valid certificates you hold from other U.S. states, U.S. territories, or the NBPTS for consideration in your evaluation for Florida certification.

All applicants must demonstrate each of the following to qualify for the Professional Certificate..

- Mastery of general knowledge (See Options on next page)
- Mastery of subject area knowledge (See Options on next page)
- Mastery of professional preparation and education competence (See Options on next page)

Qualifying for a Temporary Certificate

If you do not qualify for the Professional Certificate, you may qualify for the Temporary Certificate by satisfying one of the following:

- Demonstrate mastery of subject area knowledge (See Options below), **or**
- Complete the degree major or course requirements outlined in Florida State Board of Education Rules for the subject you have requested with a GPA of 2.5 in the subject courses.

Options for Meeting Certification Requirements

Mastery of General Knowledge must be demonstrated by one of the following options:

- A passing score on the Florida General Knowledge Test;
- A valid standard teaching certificate issued by another U.S. state, U.S. territory, NBPTS, or ABCTE; **or**
- Completion of two semesters of acceptable college teaching experience at an accredited or approved institution.

Mastery of Subject Area Knowledge must be demonstrated by one of the following options:

- For bachelor's degree level subjects: A passing score on the appropriate Florida subject area examination;
- For master's degree level subjects: Completion of the required degree and content courses listed in Florida State Board of Education Rule for the subject and a passing score on the appropriate Florida subject area examination;
- For all subject areas: A valid standard certificate issued in the subject at the same degree level required in Florida by another U.S. state, U.S. territory, NBPTS, or ABCTE; **or**
- For some foreign languages: A score above the intermediate level on the oral proficiency interview and a score above the intermediate level on the written proficiency test of the American Council on the Teaching of Foreign Languages (ACTFL).

Mastery of Professional Preparation and Education Competence must be demonstrated by one of the following options:

- Completion of a Florida state-approved teacher preparation program or a teacher education program from an accredited or approved institution outside Florida and a passing score on the Florida Professional Education Test;
- A valid standard teaching certificate issued by another U.S. state, U.S. territory, or NBPTS;
- A valid certificate issued by ABCTE and completion of an approved professional education competence demonstration program;
- Completion of a Florida state-approved district professional development certification program and a passing score on the Florida Professional Education Test;
- Completion of an approved Florida Educator Preparation Institute program and a passing score on the Florida Professional Education Test;
- Completion of an approved Florida College Professional Training Option for Content Majors, completion of teaching experience requirement, completion of an approved professional education competence demonstration program, and a passing score on the Florida Professional Education Test;
- Completion of education courses specified in Florida State Board of Education Rules, completion of teaching experience requirement, completion of an approved professional education competence demonstration program, and a passing score on the Florida Professional Education Test; **or**
- Completion of two semesters of acceptable college teaching experience at an accredited or approved institution and a passing score on the Florida Professional Education Test.

**Visit Educator Certification
on the Florida Department
of Education Web site
www.fldoe.org/edcert**

- Submit an online application.
- Check your application status.
- Request materials.
- Find the answers to your certification questions.

Note: It is essential that you include either your social security number or Department of Education number to receive assistance through any form of correspondence.

Apply online and get detailed certification information
www.fldoe.org/edcert

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, FL 32399-0400





FLORIDA

Educator Certification DISTRICT APPLICATION

Instructions for Completing Your Application for Educator Certification

Each district school board is responsible for processing application requests for its public school employees for duplicate or name change certificates, as well as additions to certificates based on district add-on program completion or passing a subject area exam (§1012.586, F.S.; 6A-4.0012, FAC).

GENERAL INSTRUCTIONS ON HOW TO COMPLETE THIS FORM.

- Complete entire application form using a black or dark blue ink pen. Do not use pencil.
- Fill in all circles completely (i.e. ●).
- All entries should be clearly typed or hand written in UPPER CASE LETTERS within the boxes provided.
- There should be at least one blank space between each word for any entry.
- DO NOT staple, tape, or use correction fluid on the form.

Ensure that your social security number or Florida DOE# is clearly printed on all documents submitted.

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.

CERTIFICATE OR SERVICE REQUESTED:

Service Requested	Fee
Add a subject or endorsement to my valid Florida Certificate. (Fill in subject code box.)	\$75.00
Print a duplicate copy of my currently valid Florida Certificate. <i>NOTE: A duplicate cannot be requested of an expired certificate.</i>	\$20.00 only
Print a copy of my valid Florida Certificate due to a legal name change.	\$20.00 only

LEGAL DISCLOSURE: 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. For your application to be complete, you must complete the **Add 'WUjcb'UbX'@[U'8]gWcgi fY5 ffidavit** at the end of the Legal Disclosure Supplement.

AFFIDAVIT: You must read, print your name, affix your legal signature, and enter the date.

All documents submitted become part of your official Florida certification record and cannot be returned.

PROVIDE ALL APPLICATION MATERIALS TO:

District Additions
Subject Area/Grade Level Chart
 Effective October 25, 2011

Use codes on this chart to complete the CG-10D Application Form – District Version

Academic Coverages	Grade Levels	Subject Code
Art	K-12	1001/6
Biology	6-12	1003/1
Chemistry	6-12	1004/1
Computer Science	K-12	1006/6
Drama	6-12	1008/1
Earth-Space Science	6-12	1009/1
Elementary Education	K-6	1013/K
English	6-12	1015/1
English for Speakers of Other Languages (ESOL)	K-12	1016/6
Exceptional Student Education	K-12	1077/6
Foreign Language – French	K-12	1017/6
Foreign Language – German	K-12	1019/6
Foreign Language – Latin	K-12	1030/6
Foreign Language – Spanish	K-12	1054/6
Health	K-12	1022/6
Hearing Impaired	K-12	1023/6
Humanities	K-12	1026/6
Journalism	6-12	1029/1
Mathematics	6-12	1031/1
Middle Grades English	5-9	1015/C
Middle Grades General Science	5-9	1033/C
Middle Grades Mathematics	5-9	1031/C
Middle Grades Social Science	5-9	1052/C
Music	K-12	1035/6
Physical Education	K-12	1036/6
Physics	6-12	1038/1
PreKindergarten/Primary Education	PK-3	1041/H
Preschool Education (Birth through Age 4)	0-4 Yrs	1042/A
Social Science	6-12	1052/1
Speech	6-12	1056/1
Visually Impaired	K-12	1059/6

Specialty Coverages	Grade Levels	Subject Code
Educational Media Specialist	PK-12	1012/D
Degreed Vocational Coverages	Grade Levels	Subject Code
Agriculture	6-12	1067/1
Business Education	6-12	1068/1
Family and Consumer Science	6-12	1069/1
Marketing	6-12	1072/1
Technology Education	6-12	1070/1
General Endorsements	Subject Code	
Athletic Coaching		1002/E
Driver Education		1061/E
English for Speakers of Other Languages (ESOL)		1016/E
Reading		1046/E
Academic/Specialty Endorsements	Subject Code	
American Sign Language		1079/E
Autism Spectrum Disorders		1078/E
Gifted		1062/E

Please be advised that an endorsement is a rider on a valid Florida educator's certificate with another subject coverage. An academic/specialty endorsement can only be a rider with specified subject coverages. An endorsement cannot stand alone on a certificate.

Please visit the FLDOE Professional Development website at www.fldoe.org/profdev for a listing of "Approved District Add-on Programs" for your school district.



**CG-10D APPLICATION FOR A
FLORIDA EDUCATOR'S CERTIFICATE
DISTRICT VERSION**

Official Use Only		Employer Date Stamp
Payment Amount	\$ <input style="width: 60%;" type="text"/>	
Payment Number	<input style="width: 60%;" type="text"/>	
Payment Method (CHECK ONE)		
Check Money Order Voucher	Cash Credit Card Other	

PERSONAL INFORMATION Complete entire Application in UPPERCASE letters using only black or blue ink.

1A. U.S.Social Security Number <input style="width: 100%;" type="text"/>	1B. DOE Number <input style="width: 100%;" type="text"/>	2. Birth Date (MM/DD/YYYY) <input style="width: 100%;" type="text"/>	3. Are you a US Citizen? <div style="text-align: center;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div>
4. First Name (Given Name) <input style="width: 100%;" type="text"/>		5. Middle Name <input style="width: 100%;" type="text"/>	
6. Last Name (Family Name) <input style="width: 100%;" type="text"/>			
7. Mailing Address (Street Number and Street Name) <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>			
8. City <input style="width: 100%;" type="text"/>			
9. State <input style="width: 100%;" type="text"/>	10. Postal Code <input style="width: 100%;" type="text"/>	11. Phone <input style="width: 100%;" type="text"/>	
12. Country <input style="width: 100%;" type="text"/>			
13. E-Mail Address (For Official Communication from Educator Certification) <input style="width: 100%; height: 20px;" type="text"/>			

14. What is your gender? (Optional)
 M F

15. Are you Hispanic or Latino?
 (Optional, choose only one)
 No, not Hispanic or Latino
 Yes, Hispanic or Latino

16. What is your race?
 (Optional, mark all that apply)
 American Indian or Alaskan Native
 Asian
 Black or African American
 Native Hawaiian or Other Pacific Islander
 White

17. CURRENT VALID FLORIDA EDUCATOR'S CERTIFICATE INFORMATION

Please select your currently valid Florida Certificate Type. <div style="display: flex; justify-content: space-around;"> Professional Temporary </div>	Please indicate the validity period of your Florida Certificate. July 1, <input style="width: 60px;" type="text"/> to June 30, <input style="width: 60px;" type="text"/>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

18. CERTIFICATE OR SERVICE REQUESTED

18A. Please select the Certificate Service Requested. (Please select only one service per application)

Add a subject or endorsement to my valid Florida Certificate.* (go to question 20)
 Print a duplicate copy of my valid Florida Certificate. (skip to page 2)
 Print a copy of my valid Florida Certificate due to a legal name change. (skip to page 2)

18B. Please indicate the subject code for the subject coverage or endorsement to be added to your Florida Certificate.
 Please refer to the District Additions Subject Area/Grade Level Chart for the appropriate code numbers

* Please note: Districts may add a subject coverage or endorsement to a valid Florida certificate **ONLY** on the basis of the completion of the appropriate subject area testing requirements of s.1012.56(4)(a), FS, or the completion of the requirements of an approved school district program or the inservice components for an endorsement.

Academic Coverages, Specialty Coverages, and Degreed Vocational Coverages may be added **ONLY** to a valid Florida **Professional** Certificate through use of this application to your employing school district.



**CG-10D APPLICATION FOR A
FLORIDA EDUCATOR'S CERTIFICATE
DISTRICT VERSION**

PERSONAL INFORMATION

Complete in UPPERCASE letters using only black or blue ink.

U.S. Social Security Number

DOE Number

First Name

Last Name

LEGAL DISCLOSURE (Florida Law requires you to provide a YES or NO response)

After answering each of the following questions, you must sign and date the **Application and Legal Disclosure Affidavit** to complete your application. Please refer to the instructions in the Legal Disclosure Supplement on the reverse side of this page for additional information regarding this section of the application form.

SEALED OR EXPUNGED RECORDS (Report ONLY sealed or expunged records in this section)

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

- | | | |
|-----|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| YES | NO | 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 on 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? |

SEALED or EXPUNGED records MUST BE REPORTED pursuant to ss. 943.0585 and 943.059, Florida Statutes. However, existence of such records **WILL NOT BE DISCLOSED** nor made part of your certification file which is public record.

CRIMINAL OFFENSE RECORD(S) (Report any record other than sealed or expunged in this section.)

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

- | | | |
|-----|----|--------------------------------------------------------------------------------------------------------------------------------------|
| YES | NO | 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? |

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

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

- | | | |
|-----|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| YES | NO | 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? |

If you answered YES to any of the preceding questions, you must complete all information within the Legal Disclosure Supplement on the reverse side of this page. Please provide detailed information for each affirmative response and submit this form to complete your application.

LEGAL DISCLOSURE SUPPLEMENT

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 on 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.myfloridateacher.com for more information.

First Name	Middle Name	Last Name	Former Name	Any Other Last Names / Aliases

SEALED OR EXPUNGED RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

CRIMINAL OFFENSE RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	

APPLICATION and LEGAL DISCLOSURE AFFIDAVIT

I, PrintName, 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. I do hereby affirm that all information provided in my application for a Florida Educator's Certificate is true, accurate, and complete.

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.

APPLICANT'S SIGNATURE

DATE

**Apply Online at:
www.fldoe.org/edcert**

Contact the office by telephone at:
(800) 445-6739 (U.S. residents)
(850) 245-5049 (Outside U.S.)



FLORIDA

Educator Certification Renewal/Reinstatement Application

General Information for Renewal

If you are employed by a public school district in Florida, request a district application form for certificate renewal from your district office and submit the completed application to your employing school district. Each district school board shall renew state-issued professional certificates for individuals who hold a state-issued professional certificate and are employed by that district (§1012.585, F.S.)

If you are employed by a private school, or if you are not currently employed as an educator, go to www.fldoe.org/edcert to apply for renewal online, or you may complete this Application Form CG-10R and mail it to the Bureau of Educator Certification.

- Renewal requirements must be completed during the last validity period of the Professional Certificate and prior to expiration of the Professional Certificate. It is the responsibility of each applicant to obtain current information regarding renewal requirements from the employing school district, nonpublic school, or Bureau of Educator Certification.
- The application form and appropriate fee must be submitted during the last year of the validity period of the certificate and prior to the expiration of the Professional Certificate. However, the renewal application may be submitted after expiration of the Professional Certificate if the following criteria are met:
 - Appropriate renewal requirements are completed prior to expiration of the Professional Certificate, and
 - Renewal application form, appropriate application fee, and \$30.00 late fee, are submitted to the Bureau of Educator Certification prior to July 1 of the year following expiration of the certificate.
- A grade of at least "C" must be earned in each college course used for renewal. A grade of "pass" or "satisfactory" is an acceptable grade.
- In the event a subject is deleted from the certificate at the request of the certificate holder or due to non-completion of renewal requirements, all requirements which are in effect when an application is submitted to add the subject to the certificate again must be completed. If a subject is deleted which is no longer offered for certification in Florida, it cannot be restored to the Professional Certificate.
- College level credits used for certificate renewal must be completed at an accredited or approved college or university or the American Council on Education (ACE), and must be reflected on an official transcript.

MAIL ALL APPLICATION MATERIALS TO:

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, Florida 32399-0400

Instructions for Completing Your Application for Educator Certification

A COMPLETE APPLICATION REQUIRES THE FOLLOWING ITEMS:

- The completed CG-10R application form (all sections)
- Appropriate non-refundable application fees (see CHART ON NEXT PAGE)
- Official documentation of your renewal credit (see SUBJECTS RENEWED section ON NEXT PAGE)


To receive an evaluation for eligibility, the Bureau of Educator Certification must receive the above items within one year (12 months) from the date the application form is received or the application form will expire and all associated fees will be forfeited.

Ensure that your social security number or Florida DOE# is clearly printed on all accompanying documents.

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.

All documents submitted become part of your official Florida certification record and cannot be returned.

GENERAL INSTRUCTIONS ON HOW TO COMPLETE THIS FORM

- Complete entire application form using a black or dark blue ink pen. Do not use pencil. Do not use a photocopy of this form.
- Fill in all circles completely (i.e. .
- All entries should be clearly typed or handwritten in UPPER CASE LETTERS within the boxes provided.
- There should be at least one blank space between each word for any entry.
- DO NOT staple, tape, or use correction fluid on the form.

PERSONAL INFORMATION:

1. Social Security Number: Enter only your valid Social Security Number issued to you by the United States Social Security Administration (refer to SSN Statement).
2. Birth Date: Date should be filled out in MMDDYYYY format. Use leading zeros with single digit numbers. For example, January 5, 2001, must be entered as "01052001."
3. US Citizenship: Indicate whether or not you are a U.S. citizen.
- 4-6. First, Middle and Last Name: Enter this information clearly. If you have had a legal name change please be sure to include documentation along with your application.
- 7-10. Mailing Address: Enter your complete address. This is the address to which all official correspondence will be mailed from our office.
11. Phone Number: Include area code. No parentheses necessary.
12. Country: If your address is outside the U.S., write the complete country name.
13. E-mail: Enter your valid e-mail address to which this office may send official communication.

RENEWAL OR REINSTATEMENT REQUESTED

Service	Description of Service Requested	Fee
RENEWAL	I want to apply for RENEWAL of my Florida Professional Certificate which has not yet expired. Florida educators may submit application to their school district employer.	\$75.00
LATE RENEWAL	I want to apply for LATE RENEWAL of my Florida Professional Certificate which has recently expired (not more than one year). A late fee of \$30 is required if the application is submitted for renewal of your Professional Certificate within the first year after it has expired. NOTE: To utilize the late fee option, all requirements for renewal of the certificate must have been completed prior to expiration of the certificate except for submitting the application and fee. Florida educators may submit application to their school district employer.	\$105.00 (\$75 plus \$30 Late Fee)
REINSTATEMENT	I want to apply for REINSTATEMENT of my expired Florida Professional Certificate. The late fee shall not be required for reinstatement of the Professional Certificate.	\$75.00 per subject
Make fees payable to: FLDOE Educator Certification		

SUBJECTS RENEWED OR REINSTATED: Complete the table for each subject on your Professional Certificate for which you have completed credit or the equivalent during this renewal period.

- If renewing by college credit earned, enter the course information in the table and submit an OFFICIAL transcript from each college/university reflecting completion of the appropriate college credit earned. Each transcript shall bear the seal of the institution and the signature of the registrar. PHOTOCOPIES are not official transcripts.
- If renewing by Florida Inservice Credit points, have your Florida employer complete the Inservice Credit section of this form, or have them submit a completed CT116 form to verify your inservice points.
- If renewing by passing a Florida Subject Area Examination (for a subject currently on the certificate) enter this information in the table. Passing scores are automatically submitted to the Bureau of Educator Certification.
- If renewing with your NBPTS certificate, submit a copy of the certificate along with the completed renewal application.
- To use your college teaching experience to satisfy renewal requirements, request that the registrar at your college/university submit a letter listing the prefix, number and name for each course, the number of semester hours earned by students in each course and the dates the courses were taught.
- If you wish to delete a subject from your certificate, enter the subject in the table and write "delete" in any adjacent Method of Renewal column.

LEGAL DISCLOSURE: 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. You must complete the **Affidavit** at the end of the Legal Disclosure Supplement as well as on the back page for your application to be complete.

AFFIDAVIT: You must read, print your name, and affix your legal signature to this section.



CG-10R APPLICATION FOR RENEWAL OR REINSTATEMENT OF A FLORIDA EDUCATOR'S PROFESSIONAL CERTIFICATE

Florida Department of Education
 Bureau of Educator Certification
 Room 201, Turlington Building
 325 West Gaines Street
 Tallahassee, FL 32399-0400

EMPLOYER DATE STAMP	FLDOE DATE STAMP

PERSONAL INFORMATION Complete entire Application in UPPERCASE letters using only black or blue ink.

1A. U.S. Social Security Number <input type="text"/>	1B. DOE Number <input type="text"/>	2. Birth Date (MM/DD/YYYY) <input type="text"/>	3. Are you a US Citizen? Yes No
4. First Name (Given Name) <input type="text"/>	5. Middle Name <input type="text"/>		
6. Last Name (Family Name) <input type="text"/>			14. What is your gender? (Optional) M F
7. Mailing Address (Street Number and Street Name) <input type="text"/> <input type="text"/> <input type="text"/>			
8. City <input type="text"/>			15. Are you Hispanic or Latino? (Optional, Choose only one) No, not Hispanic or Latino Yes, Hispanic or Latino
9. State <input type="text"/>	10. Postal Code <input type="text"/>	11. Phone <input type="text"/>	
12. Country <input type="text"/>			16. What is your race? (optional, mark all that apply) American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Other Pacific Islander White
13. E-mail Address (For Official Communication from Educator Certification) <input type="text"/>			

17. RENEWAL OR REINSTATEMENT REQUESTED

Service	Description of Service Requested	Fee
RENEWAL	I want to apply for RENEWAL of my Florida Professional Certificate which has not yet expired.	\$75.00
LATE RENEWAL	I want to apply for LATE RENEWAL of my Florida Professional Certificate which has recently expired (not more than one year).	\$105.00 (\$75 plus \$30 Late Fee)
REINSTATEMENT	I want to apply for REINSTATEMENT of my expired Florida Professional Certificate.	\$75.00 per subject

18. SUBJECTS RENEWED OR REINSTATED

List the subject(s) shown on your Professional Certificate that are to be Renewed or Reinstated

Subject(s) To Be Renewed or Reinstated	Method of Renewal					
	College Credit			Florida Inservice Credit No. of Points	FL Subject Area Test	NBPTS Certificate (Y/N)
	Course Number	Name of Institution	Last name while attending college			

19. TEACHING EXPERIENCE RECORD (Substitute teaching experience is not acceptable)

List Teaching Experience Since Last Certificate Issued

Dates of Employment (mm/dd/yyyy)		Name of Employer			Subject	Grade Level	Full-Time/ Part-Time	Public or Private School
Begin	End	School Name	County	State				

20. LEGAL DISCLOSURE

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. Your signature is required every time it occurs within the form for your application to be complete - within the Applicant Signature and Application Affidavit sections below and within the Legal Disclosure Affidavit section at the end of the Legal Disclosure Supplement.

21. PAYMENT INFORMATION (Please make fees payable to FLDOE Educator Certification)

Amount	Method	Payment Number
\$ <input type="text"/>	<input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Money Order <input type="checkbox"/> Voucher	<input type="text"/>

22. APPLICANT SIGNATURE

I, _____, Agree to Pay \$ for the Non-Refundable Application Processing Fee.
Applicant's Signature

23. APPLICATION AFFIDAVIT

I, , do hereby certify that I subscribe to and will uphold the principles incorporated in
Print Name

the Constitution of the United States of America and the Constitution of the State of Florida.

I do hereby affirm that all information provided in my application for a Florida Educator's Certificate is true, accurate, and complete.

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.

Applicant's Signature
Date

OFFICIAL USE ONLY

24. INSERVICE CREDIT

Inservice Credit Completed Through an Approved Florida Master Inservice Program

Name of District or School Organization:

I hereby verify that the applicant satisfactorily participated in an approved Florida Master Inservice Program and earned points to include teaching students with disability credit (SWD) to renew the subjects shown on preceding page.

Starting Date:
mm/dd/yyyy

Ending Date:
mm/dd/yyyy

Includes "banked" Inservice Points
(select here)

Signature of Authorized School Official
Position Date



CG-10R APPLICATION FOR RENEWAL OR REINSTATEMENT OF A FLORIDA EDUCATOR'S PROFESSIONAL CERTIFICATE

Florida Department of Education
 Bureau of Educator Certification
 Room 201, Turlington Building
 325 West Gaines Street
 Tallahassee, FL 32399-0400

PERSONAL INFORMATION

Complete in UPPERCASE letters using only black or blue ink.

U.S. Social Security Number

DOE Number

First Name

Last Name

LEGAL DISCLOSURE (Florida Law requires you to provide a YES or NO response)

After answering each of the following questions, you must sign and date the **Legal Disclosure Affidavit** to complete this section of your application. Please refer to the instructions in the Legal Disclosure Supplement on the reverse side of this page for additional information regarding this section of the application form.

SEALED OR EXPUNGED RECORDS (Report ONLY sealed or expunged records in this section)

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

- YES NO 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** on 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?

SEALED or EXPUNGED records MUST BE REPORTED pursuant to ss. 943.0585 and 943.059, Florida Statutes. However, existence of such records **WILL NOT BE DISCLOSED** nor made part of your certification file which is public record.

CRIMINAL OFFENSE RECORD(S) (Report any record other than sealed or expunged in this section.)

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

- YES NO 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?

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

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

- YES NO 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?

If you answered YES to any of the preceding questions, you must complete all information within the **Legal Disclosure Supplement on the reverse side of this page**. Please provide detailed information for each affirmative response and submit this form to complete your application.

LEGAL DISCLOSURE SUPPLEMENT

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 on 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.myfloridateacher.com for more information.

First Name	Middle Name	Last Name	Former Name	Any Other Last Names / Aliases

SEALED OR EXPUNGED RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

CRIMINAL OFFENSE RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	

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.

Print Name

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.

Applicant's Signature

Date

Appropriate Categories for Renewal

The following topics are appropriate for renewing your Professional Certificate:

- Content specific to the subject area(s)
- Methods or education strategies specific to the subject area(s)
- Methods of teaching reading and literacy skills acquisition
- Computer literacy, computer applications, and computer education
- Teaching students with disabilities (SWD) or Exceptional student education
- ESOL (English for Speakers of Other Languages)
- Drug abuse, child abuse and neglect, or student dropout prevention
- Training related to the goals of the Florida K-20 System, such as:

CONTENT – English, economics, mathematics, science, social sciences, foreign languages, humanities, global economy, technology, ecology, first aid, health, or safety

CLASSROOM STRATEGIES – Cooperative learning, problem-solving skills, critical-thinking skills, classroom management, child development, collaboration techniques for working with families, social services, child guidance and counseling, teaching reading, or educational assessments, etc.

SCHOOL ADMINISTRATION ACCOUNTABILITY – Instructional design, leadership skills, school and community relations, school finance, school facilities, school law, or school organization, etc.

VOCATIONAL AND ADULT EDUCATION ACCOUNTABILITY – Adult learning, principles of adult or vocational education, vocational education for students with special needs, or vocational guidance

Retention of Subjects

Six (6) semester hours of college credit or equivalent must be earned during each renewal period to renew your certificate. At least one (1) semester hour or equivalent must be in teaching students with disabilities (SWD). See information below for retaining all subjects on your certificate.

RETAINING ONE SUBJECT COVERAGE – At least three (3) of the six (6) semester hours or equivalent must meet the criteria in the section entitled “Appropriate Categories for Renewal.”

RETAINING TWO SUBJECT COVERAGES – All six (6) semester hours or equivalent must meet the criteria in the section entitled “Appropriate Categories for Renewal” to retain each subject.

RETAINING MORE THAN TWO SUBJECT COVERAGES – You may use two consecutive validity periods to renew all coverages as follows:

- **First Renewal Period**

At least three (3) of the six (6) semester hours or equivalent must meet the criteria in the section entitled “Appropriate Categories for Renewal” in at least one subject area on your certificate, including SWD credit. This will retain all subjects for the next validity period.

- **Second Renewal Period**

Three (3) semester hours or equivalent must be earned for each additional subject you want to retain on your certificate. The credit must meet the criteria in the section entitled

"Appropriate Categories for Renewal." A minimum of six (6) semester hours or equivalent is required to renew the certificate, including SWD credit. If you have more than four subjects you want to retain, you must complete more than six (6) semester hours or equivalent during the second validity period, including SWD credit.

NOTE: A subject which has not been renewed during two successive validity periods will be deleted from the certificate.

College Credit Equivalency

- Sixty (60) inservice points in an approved Florida master inservice program are equivalent to three (3) semester hours of college credit.
- A passing numerical score on the Florida subject area test specific to the coverage to be renewed is equivalent to three (3) semester hours of college credit for renewal purposes.
- A valid certificate issued by the National Board for Professional Teaching Standards will renew the Florida certificate in the subject shown on the national certificate.
- Teaching a college level course at an acceptable institution may be accepted the same as credit earned for that course.

Reinstatement of Expired Professional Certificates

You may apply for reinstatement of an expired Professional Certificate. To do so, you must submit to the Bureau of Educator Certification:

- An application for reinstatement of designated coverages (Form CG-10R),
- Appropriate non-refundable application fees,
- Documentation of 6 semester hours of appropriate college credit or 120 inservice points, including SWD credit, completed during the 5 years immediately preceding reinstatement of the certificate, and
- A passing score on the subject area test for each subject from the expired certificate to be shown on the reinstated certificate. Tests must be completed during the 5 years immediately preceding reinstatement of the certificate.

Requirements for reinstatement of an expired certificate may not be satisfied by subject area tests or college credits completed for issuance of the certificate that has expired.

If your certificate has expired for more than one year, fingerprints will also be required.

Apply Online
Check Applicant Status
www.fldoe.org/edcert

E - MAIL ADDRESS

edcert@fldoe.org

TELEPHONE INQUIRY

1-800-445-6739 (U.S. residents)

1-850-245-5049 (Outside U.S.)

CORRESPONDENCE INQUIRY:

Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, Florida 32399-0400

NOTE: *It is essential that you include either your social security number or Department of Education number FBC 9, to receive assistance through any form of correspondence.*



Florida Educator Certification Application

You may use this form to apply for:

- Renewal of your valid Florida Professional Certificate
- Reinstatement of an expired Florida Professional Certificate

Apply online and get detailed certification information
www.fldoe.org/edcert

Florida Department of Education
Bureau of Educator Certification
Room 201, Turlington Building
325 West Gaines Street
Tallahassee, FL 32399-0400





FLORIDA

Educator Certification

DISTRICT RENEWAL APPLICATION

Instructions for Completing Your Application for Educator Certification

Each district school board is responsible for processing application requests for its public school employees for Professional Certificates (§1012.581, F.S.; 6A-4.0012, FAC).

GENERAL INSTRUCTIONS ON HOW TO COMPLETE THIS FORM.

- Complete entire application form using a black or dark blue ink pen. Do not use pencil.
- Fill in all circles completely (i.e. ●).
- All entries should be clearly typed or hand written in UPPER CASE LETTERS within the boxes provided.
- There should be at least one blank space between each word for any entry.
- DO NOT staple, tape, or use correction fluid on the form.

Ensure that your social security number or Florida DOE# is clearly printed on all documents submitted.

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.

Certificate Renewal Requested	Fee
Renewal of my valid Florida Professional Certificate.	\$75.00
LATE Renewal of my <i>recently</i> expired Florida Professional Certificate. <i>NOTE: To use the late fee option, all requirements for renewal of the certificate must have been completed prior to expiration of the certificate except for submitting the application and fee.</i>	\$105.00 (\$75 plus \$30 Late Fee)

SUBJECTS RENEWED: Complete the table for each subject on your Professional Certificate for which you have completed credit or the equivalent during this renewal period.

- If renewing by college credit earned, enter the course information in the table and submit an OFFICIAL transcript from each college/university reflecting completion of the appropriate college credit earned. Each transcript shall bear the seal and signature of the registrar. PHOTOCOPIES are **not** official transcripts.
- If renewing by Florida Inservice Credit points, your Florida employer must complete the Inservice Credit section of this form to verify your inservice points.
- If renewing by passing a Florida Subject Area Examination (for a subject currently on the certificate) enter this information in the table. Passing scores are automatically submitted.
- If renewing with your NBPTS certificate, submit a copy of the certificate along with the completed renewal application.
- To use your college teaching experience, request that the registrar at your college/university submit a letter listing the prefix, number and name for each course, the number of semester hours earned by students in each course and the dates the courses were taught.

• If you wish to delete a subject from your certificate, enter the subject in the table and write "delete" in any adjacent Method of Renewal column.

LEGAL DISCLOSURE: 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. Complete the Application and Legal Disclosure Affidavit at the end of the Legal Disclosure Supplement.

AFFIDAVIT: You must read, print your name, affix your legal signature, and enter the date.



CG-10RD APPLICATION FOR RENEWAL OF A FLORIDA PROFESSIONAL EDUCATOR'S CERTIFICATE - DISTRICT VERSION

Official Use Only	Employer Date Stamp
Payment Amount \$ <input style="width: 100%;" type="text"/> Payment Number <input style="width: 100%;" type="text"/>	
Payment Method (check one) Check Money Order Voucher Cash Credit Card Other	

PERSONAL INFORMATION Complete entire Application in UPPERCASE letters using only black or blue ink.

1A. U.S. Social Security Number <input style="width: 100%; height: 20px;" type="text"/>	1B. DOE Number <input style="width: 100%; height: 20px;" type="text"/>	2. Birth Date (MM/DD/YYYY) <input style="width: 100%; height: 20px;" type="text"/>	3. Are you a US Citizen? Yes No
4. First Name (Given Name) <input style="width: 100%; height: 20px;" type="text"/>		5. Middle Name <input style="width: 100%; height: 20px;" type="text"/>	
6. Last Name (Family Name) <input style="width: 100%; height: 20px;" type="text"/>			
7. Mailing Address (Street Number and Street Name) <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>			
8. City <input style="width: 100%; height: 20px;" type="text"/>			
9. State <input style="width: 100%; height: 20px;" type="text"/>	10. Postal Code <input style="width: 100%; height: 20px;" type="text"/>	11. Phone <input style="width: 100%; height: 20px;" type="text"/>	
12. Country <input style="width: 100%; height: 20px;" type="text"/>			
13. E-mail Address (For Official Communication from Educator Certification) <input style="width: 100%; height: 20px;" type="text"/>			

14. What is your gender? (Optional)
 M F

15. Are you Hispanic or Latino?
 (Optional, choose only one)
 No, not Hispanic or Latino
 Yes, Hispanic or Latino

16. What is your race?
 (Optional, mark all that apply)
 American Indian or Alaska Native
 Asian
 Black or African American
 Native Hawaiian or Other Pacific Islander
 White

17. SUBJECTS TO BE RENEWED

List Subject(s) to be Renewed and Method of Renewal for Each Subject

Subject(s) To Be Renewed	Method of Renewal					
	College Credit Earned			Florida Inservice Credit Number of Points	FL Subject Area Test	NBPTS Certificate
	Course Number	Name of Institution	Last Name While attending College			

18. INSERVICE CREDIT

Inservice Credit Completed Through on Approved Florida Master Inservice Program

Name of District or School : _____

Inservice Program : _____

Starting Date: Ending Date: Includes "banked" Inservice Points (select here)

I hereby verify that applicant satisfactorily participated in an approved Inservice teacher education program and earned points to include teaching students with disabilities credit (SWD) to renew the subjects shown above.

 Signature of Authorized School Official
 Position or Title Date



**CG-10RD APPLICATION FOR RENEWAL
OF A FLORIDA PROFESSIONAL EDUCATOR'S
CERTIFICATE - DISTRICT VERSION**

PERSONAL INFORMATION

Complete in UPPERCASE letters using only black or blue ink.

U.S. Social Security Number

DOE Number

First Name

Last Name

LEGAL DISCLOSURE (Florida Law requires you to provide a YES or NO response)

After answering each of the following questions, you must sign and date the **Application and Legal Disclosure Affidavit** to complete your application. Please refer to the instructions in the Legal Disclosure Supplement on the reverse side of this page for additional information regarding this section of the application form.

SEALED OR EXPUNGED RECORDS (Report ONLY sealed or expunged records in this section)

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

- YES NO 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** on 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?

SEALED or EXPUNGED records **MUST BE REPORTED** pursuant to ss. 943.0585 and 943.059, Florida Statutes. However, existence of such records **WILL NOT BE DISCLOSED** nor made part of your certification file which is public record.

CRIMINAL OFFENSE RECORD(S) (Report any record other than sealed or expunged in this section.)

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

- YES NO 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?

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

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

- YES NO 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?

If you answered YES to any of the preceding questions, you must complete all information within the Legal Disclosure Supplement on the reverse side of this page. Please provide detailed information for each affirmative response and submit this form to complete your application.

LEGAL DISCLOSURE SUPPLEMENT

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 on 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.myfloridateacher.com for more information.

First Name	Middle Name	Last Name	Former Name	Any Other Last Names / Aliases

SEALED OR EXPUNGED RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

CRIMINAL OFFENSE RECORD(S)

City Where Arrested	State	Date of Arrest	Charge	Plea	Disposition (outcome)

PROFESSIONAL LICENSE OR CERTIFICATE SANCTION(S)

State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	
State: _____	Year: _____	License or Certificate: _____
Issuing Agency: _____	Sanction and Reason: _____	

APPLICATION and LEGAL DISCLOSURE AFFIDAVIT

I, , do hereby certify that I subscribe to and will uphold the principles incorporated
Print Name

in the Constitution of the United States of America and the Constitution of the State of Florida. I do hereby affirm that all information provided in my application for a Florida Educator's Certificate is true, accurate, and complete.

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.

Applicant's Signature

Date