## Approval Check-list for License Renewal

**CONFIRMATION OF APPROVAL:** When signed for approval and returned to you by the LPDC – you may go online and renew. You must have a SAFE Account at ODE. If you have any questions, contact the Superintendent's secretary at the district office or one of the LPDC members.

Name:	State ID
Current License Type	This number is found on your license
Issue Date: These dates are found on your license	Expiration Date:
Provide to the LPDC your transcripts (6 sem approved activities. (10 contact hours = 1 CF	nester hours) or a combination of hours, 18 CEUs or EU, 3 CEUs = 1 semester hour)
Semester hours taken since issue date of lice After the approval of the LPDC your original transcri Secretary a copy will be placed in your LPDC file and	pts will be kept at the district office by the Superintendent's
"In-house" CEUs	tachedx 1/3
Pre-approved alternate professional development Verification of completion must be attached	ment CEUs x 1/3
Other CEUs	x 1/3
** If your total is not 6 semester hours, addit	**TOTAL tional professional development must be completed
New and/or a Revised Individual Profession	al Development Plan (IPDP)
Must be turned in to the LPDC Approx Reason denied:	ved Denied
LPDC Signature of Approval	
	teacher and a copy to LPDC Chairman & Co-Chairman

Current BCI & FBI records – every five years you must update your <u>FBI only</u>. ODE has dates received of all BCI & FBI submitted. The Superintendent's Secretary at the district office will help you if you need to know FBI expiration date. FBI only - fee \$29.00 for the National Webcheck at the district office. Cash or check payable Crooksville Schools