

Renewal of the Professional Educator's Certificate

The Professional Educator's Certificate has a validity period of five fiscal years and is renewable. (*Note: A fiscal year begins on July 1 and ends on June 30.*) The professional certificate can be renewed at any time during the last fiscal year of the validity period.

There are many ways to renew a professional certificate, the most common of which is to renew with semester hours of college credit or in-service points. (*Note: 3 semester hours of college credit is the equivalent of 60 in-service points.*)

If a professional certificate contains **one subject area** of coverage, it may be renewed by completing 6 semester hours of college credit (or the equivalent in-service points), 3 semester hours of which **must** be in an ***Appropriate Category/Topic for Renewal***. (*Note: College credit or in-service points earned in ESOL or Reading can be banked for future certificate renewals.*)

If a professional certificate contains **two subject areas** of coverage, it may be renewed by completing 6 semester hours of college credit (or the equivalent in-service points), all of which **must** be in an ***Appropriate Category/Topic for Renewal***.

If a professional certificate contains **more than two subject areas** of coverage, all of those subject areas must be renewed during two successive renewal periods if they are to be retained on the certificate. Completing 6 semester hours of college credit (or the equivalent in-service points) in an ***Appropriate Category/Topic for Renewal*** during one renewal period will renew two subject areas on the certificate. The remaining subject areas must then be renewed during the successive renewal period by completing 3 semester hours of college credit (or the equivalent in-service points) in an ***Appropriate Category/Topic for Renewal*** for **each** subject area not renewed in the previous renewal period.

Endorsements (e.g. Reading, ESOL, Athletic Coaching, Gifted, etc.) do not need to be renewed. They carry over automatically when a certificate is renewed.

The following is a complete list of categories/topics that can be used for renewal of a professional certificate:

Appropriate Categories/Topics for Renewal

General Training

(alphabetical listing)

At Risk Students
Building Self Esteem
Child Abuse and Neglect

First Aid, Health, Safety
Global Economy
Informal Evaluation Techniques

Child Development	Integration of Curriculum
Classroom Management	Learning Strategies
Collaboration Techniques (dealing with families, school, social services, etc.)	Library Services for Special Groups
Computer Literacy, Computer Application, and Computer Education	Methods or Education Strategies (for any subject area)
Content Courses in economics, English, Math, science, social science, foreign Language, and humanities (art, music, etc)	Methods of Teaching Reading and Literacy Skills Acquisition
Cooperative Learning Strategies	Multicultural Education
Critical Thinking Skills	Problem Solving Skills
Curriculum Design and Development	School and Community Relations
Drug or Substance Abuse	Skill Building Techniques
Ecology	Social Services Training
Effective Teacher Training	Special Needs of Students
Evaluation or Assessment Techniques for students, programs, materials, processes	Strategies for Teaching LEP students
Exceptional Student Education Training	Teaching and Testing Performance outcomes
Experiences with Children and Families	Team Building Techniques
	Technology
	Research of Effective School Design

School Administration Accountability

(alphabetical listing)

Instructional Design	School Facilities
Leadership Skills	School Law
School and Community Relations	School Organization
	School Finance

Vocational and Adult Education Accountability

(alphabetical listing)

Adult Learning	Vocational Education for Special Needs Students
Principles of Adult Education	
Principles of Vocational Education	Vocational Guidance

Note: Here are some alternate ways to renew a professional certificate:

- a) Earning a passing score on a **subject area exam** for the subject shown on the certificate is the equivalent of 3 s.h. college credit or 60 in-service points.
- b) Earning **National Board Certification** corresponding to a subject on a certificate is the equivalent of 3 s.h. college credit or 60 in-service points.
- c) **Teaching a college-level course** at an accredited or approved institution is the same as taking a college level course for renewal and is the equivalent of 3 s.h. college credit or 60 in-service points.