

Approved Activities for License Renewal

Activity	Credit Hours	Verification	Criteria
Local Requirements	50 per license cycle	Superintendent or presenter signature	Must meet local district inservice expectations and be related to PDP goals
College Courses	No Limit	Transcript	Must be related to PDP goals
Workshops	No Limit	Credit Hour Certificate or Certificate of Attendance	Only time spent in PDP goal related activities is counted
Mentoring	60 per license cycle	Activity Verification Form	Mentor of teacher or administrator in Entry Year Program or at direction of building principal
Curriculum Development	No Limit	Activity Verification Form	Service on local, county, state or national formal committee
Professional Committee	No Limit	Activity Verification Form	Service on local, county, state or national formal committee
Grant Writing	60 per license cycle	Activity Verification Form	Not dependent on award of grant. Planning and preparation only, not for management of grant
Publication	No Limit	Activity Verification Form and copy of the publication	Must contribute to the education profession and be commercially published (professional journal, etc.)
Peer Observation	10 per license cycle	Activity Verification Form	Not part of mentoring program
National Board of Professional Teaching Standards	130 per license cycle	NBPTS Certificate or Activity Verification Form for participation only	Must be related to PDP goals
Professional Vocational Board Certification	60 per license cycle	Certificate of Completion	Time in coursework/clinics for test preparation only
Cooperating Teacher for Student Teacher	60 per license cycle	Activity Verification Form	
Cooperating Teacher for Practicum Teacher	30 per license cycle	Activity Verification Form	
Teaching a College Course	60 per license cycle	Activity Verification Form	
Professional Presentation	10 per license cycle	Activity Verification Form	Applies to the first presentation of a topic each license cycle
Educational Project	No Limit	Activity Verification Form	Must apply educational skills and knowledge toward the development of a project. Hours for planning and preparation only.
Self-Directed Educational Development	30 per license cycle	Activity Verification Form	May include professional reading, research, educational travel. Must enhance individual's work in the profession or contribute to educator's area of specialization.
Externship/Internship	60 per license cycle	Activity Verification Form	Must enhance individual's work in the profession or contribute to educator's area of specialization.
Webinars / workshops	60 per license cycle	Activity Verification Form	

NOTE: 180 Contact Hours are required for license renewal

30 Contact Hours = 1 Graduate Credit