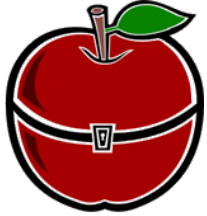


A Teacher CEU Toolbox

www.teacherceutoolbox.com



Call 877-870-7175 if questions

Standard Application for Approval of Renewal Units for Professional Development

When is Pre-Approval Required?

Each state and school district has individual requirements and may vary depending where you are in your licensing cycle. The recommendation is that you check the license requirements specific to your state and licensing cycle requirements. A pre-approval form specific to your state or school district may be required. This form is offered as a standard form for your use.

A link for your state's or district's requirements is provided at: www.teacherceutoolbox.com/state-requirements

SECTION I: Personal Information

Last Name		First Name		Date
Mailing Address	City	State	Zip	
Email Address	Phone (include area code)		School District or Employer	

SECTION II: Course Information

Name of Course	Provider of Course A Teacher CEU Toolbox www.teacherceutoolbox.com
Number of CEUs for the Course	Checklist: Checked my specific state/local requirements _____ Completed all of the information on this form _____ Filed a copy of this form after completion for my record _____ Received authorized signature verifying approval of course to meet licensure renewal requirements _____ Keep a copy of the signed form _____
10 hours of contact = 1 CEU	30 hours of contact = 3 CEUs

SECTION III:

Name of Authorizing Personnel	Signature of Authorizing Personnel
Title of Authorizing Personnel	Date