

IHE Faculty Licensure Renewal

- Methods Faculty...
 - Applies to faculty members on the campus who teach methods courses who may hold any NC Educator's License
 - Applies also to a specific type of license with the program code "M_" for those individuals who may only use the license for employment on an IHE campus
- Methods Faculty License - Program Code "M_"
 - No new "methods" ("M_") licenses are established as of 2011 (approved program completion is required)
 - Active or expired "M_" program coded licenses may be renewed (expired methods licenses originally were not going to be renewed, but this rule has changed)

License Renewal – DPI Website

- Visit the DPI Website for Updates on Renewal:
 - <http://www.ncpublicschools.org/licensure/update/>
- Important Reminders:
 - A unit of renewal credit is equivalent to one quarter hour or one in-service credit from a North Carolina public school system. A unit reflects ten contact hours.
 - **The DPI Licensure Section does not accept renewal credits of less than one unit or ten contact hours.**
 - One semester hour is equivalent to 1.5 units of credit.
 - For a professional educator's license to remain current, all credit must be earned by the expiration date of the existing professional educator's license.
 - **To renew an expired professional educator's license, 10 semester hours or 15 units of renewal credit must be earned within the most recent five-year period.**
 - Employment does not count for renewal credit

IHE Faculty Licensure Renewal

- Credits Required to Renew
 - Complete all SBE renewal requirements such as literacy, content, or technology
 - The balance of credits required to renew after completing SBE requirements should be completed according to the IHE campus licensure renewal plan for faculty
 - A license with both teaching and administrative areas may be renewed by either completing all teaching or all administrative requirements
 - Credits may be earned through post-secondary course work completed, workshops completed, professional conference presentation or attendance, etc.

Licensure Renewal Requirements

License Expiration	Renewal Requirement
In 5 th Year of Cycle & License Expires on June 30, 2014	7.5 CEUs – Current Requirements
In 4 th Year of Cycle & License Expires on June 30, 2015	7.5 CEUs – Current Requirements
Everyone Else’s License Expiring on June 30, 2016 or Later	K-8 Licensure Area – 8 CEUs 3 Content 3 Literacy 2 General All Other Educators – 8 CEUs 3 Content 5 General
Everyone Else Renewal Date of June 30, 2017 or Later	SB 168, Section 5(c)...

License Renewal

SB 168, Section 5(c)

- “The State Board of Education, in consultation with local boards of education and the Board of Governors of The University of North Carolina, shall (i) reevaluate and enhance the requirements for renewal of teacher licenses, and(ii) consider modifications in the license renewal achievement and to make it a mechanism for teachers to renew continually their knowledge and professional skills. skills, and (iii) integrate digital teaching and learning into the requirements for licensure renewal.”

Submitting Applications to Renew

- Send to DPI Licensure (Late April through Mid-May)
 - Form U – completed and signed
 - License Renewal Document – chart summary of activities, credits awarded, and dates of activity (signed by dean of ed.)
 - Supporting certificates of activities if available (should show at least 1.0 CEU or 10 contact hours per activity)
 - \$55/.00 processing fee
 - Form E or CE to add teaching experience to the license
 - show employment dates as month, day and year (gets the most credit) if possible, or month and year at a minimum
 - Specify the number of hours taught per week
 - Include the title of the position in which employed
 - Include all info. requested of personnel official verifying experience

Submitting Applications to Renew

- Other

- SPI, SPII, and Methods “M_” licenses may be renewed
- Licenses are mailed to the education department at the employing IHE
- Excess paperwork (syllabi, emails showing conference registration, copies of conference agendas, resumes, letters of reference, etc.) are not needed as part of the application
- Send faculty license renewal applications to the attention of Steleana Rountree in DPI-Licensure