

In State Initial Application

Use this application to apply for a North Carolina Professional Educator license if you completed an approved educator preparation program at a North Carolina college or university which leads to licensure.

Please provide the following information:

1. Transcripts:

- Provide PDF copies of your official degree dated transcripts that are not password protected or will expire from all colleges or universities where you have earned a degree or completed coursework . Please do not provide links to a shared drive.

2. Test Scores:

- If you have already taken and passed North Carolina State Board of Education approved test scores including edTPA/PPAT, please upload them into your application.

3. Work Authorization:

- You are required to have a valid social security number issued by the United States Social Security Administration.
- If you are not a US citizen, you are required to upload a copy of your work authorization documentation.

4. Experience Verification (optional):

- Verification of K-12 educator experience ([Form E](#)) needs to be downloaded, completed and signed by each former employer if you have prior K-12 teaching experience or instructional teaching assistant experience.
- Please enter your verified experience dates into the online application.
- Additionally, the completed Form E must be uploaded with your application.

5. Pay the Nonrefundable and Nontransferable Processing Fee