Discussion Items

Licensure Testing Changes

– Tests for Degrees Conferred July 1, 2014 and After
– Tests for Degrees Conferred October 1, 2014 and After
– Phase in/out of current tests

Graduate Degrees / Graduate Pay

Military Non-Teaching Experience Credit

Licensure Fundamentals and Reminders

Questions/Comments
Disclaimer

• Please note that these charts reflect the most current guidance on recent Licensure changes and updates.

• Prior charts distributed (Spring PANC on 4/7/2014 and FBS Conference on 7/24/2014) may not reflect the most recent Licensure information.
Test Requirements for Degrees Conferred
July 1, 2014 or After

Includes All Teaching Areas for Initial SP1 Licensure – Excluding Elementary and EC Areas

To be issued an initial SP1 license....

– Must take the State Board of Education (SBE) approved licensure exam(s) for each initial SP1 licensure area at least once during the first year of teaching (i.e. copy of Praxis test score report on file at local level)

– Must pass the SBE approved licensure exam(s) for each initial licensure area in order to convert the SP1 to the SP2 license (This is when the passing Praxis score report is sent to Licensure)

– If degree conferral date is prior to July 1, 2014 previous SBE testing requirements apply
In-State and Out-of-State Test Requirements for Initial Elementary Degrees Conferred October 1, 2014 or After

Elementary Education (K-6) initial licensure (SP1) candidates are required to pass all of the following SBE approved tests in order to qualify for licensure:

- NC Pearson Foundations of Reading Test #090

- NC Pearson General Curriculum Includes Two Subtests
  - Multi-Subjects Subtest #103
  - Mathematics Subtest #203

Go to www.nc.nesinc.com for test details

Praxis II test #5015 will be accepted through 12/31/14 to qualify for a license in Elementary.
In-State and Out-of-State Test Requirements for Initial EC-General Curriculum Degrees Conferred October 1, 2014 or After

To Qualify for an EC - General Curriculum (K-12) initial SP1 license candidates are required to:

1. Pass Praxis II test 5543 prior to the license being issued
2. Take all of the following tests at least once during the first year of teaching
   - NC Pearson Foundations of Reading Test #090
   - NC Pearson General Curriculum Includes Two Subtests
     - Multi-Subjects Subtest #103
     - Mathematics Subtest #203

To convert the initial SP1 to an SP2 license holders are required to pass all of the following tests

- NC Pearson Foundations of Reading Test #090
- NC Pearson General Curriculum Includes Two Subtests
  - Multi-Subjects Subtest #103
  - Mathematics Subtest #203

Praxis II tests (5543 & 5511) will be accepted through 12/31/2014 to qualify for EC-General Curriculum if both tests were taken and passed prior to 10/01/2014.
Lateral Entry Test Requirements to Qualify for Elementary Education (K-6) lateral entry candidates are required to pass all of the following SBE approved licensure exams in order to qualify for licensure:

- NC Pearson Foundations of Reading Test #090

- NC Pearson General Curriculum Includes Two Subtests
  - Multi-Subjects Subtest #103
  - Mathematics Subtest #203

Praxis II test #5015 will be accepted through 12/31/2014 to qualify for a lateral entry license in Elementary.
Lateral Entry Test Requirements to Qualify for EC-General Curriculum
October 1, 2014 or after

To Qualify for an EC - General Curriculum (K-12) lateral entry license candidates are required to:

1. Pass Praxis II test 5543 prior to the license being issued
2. Take all of the following tests at least once during the first year of teaching
   - NC Pearson Foundations of Reading Test #090
   - NC Pearson General Curriculum Includes Two Subtests
     - Multi-Subjects Subtest #103
     - Mathematics Subtest #203

To clear the lateral entry license individuals are required to pass all of the following tests

- NC Pearson Foundations of Reading Test #090
- NC Pearson General Curriculum Includes Two Subtests
  - Multi-Subjects Subtest #103
  - Mathematics Subtest #203

Praxis II tests (5543 & 5511) will be accepted through 12/31/2014 to qualify for EC-General Curriculum if both tests are taken and passed prior to 10/01/2014.
Adding Areas By Test

Test Accepted to Add Elementary Through December 31, 2014

• Praxis II #5015

Tests Accepted to Add Elementary After October 1, 2014

• NC Pearson Foundations of Reading Test #090
• NC Pearson General Curriculum Includes Two Subtests
  – Multi-Subjects Subtest #103
  – Mathematics Subtest #203

Tests Accepted to Add EC – General Curriculum Through December 31, 2014

• Praxis II #0511/#5511 & #0543/#5543 - If Both Tests Are Taken and Passed Prior to October 1, 2014

Tests Required to Add EC – General Curriculum After October 1, 2014

• Praxis II #5543
• NC Pearson Foundations of Reading Test #090
• NC Pearson General Curriculum Includes Two Subtests
  – Multi-Subjects Subtest #103
  – Mathematics Subtest #203

All tests must be passed to add area to existing license
Testing Notes

Pearson’s Foundations of Reading and General Curriculum Tests are required for licensure in both Elementary and EC - General Curriculum.

• The Licensure Section will not automatically add Elementary Education to a EC - General Curriculum license.

• At the request of the applicant and with the required processing fee, the Elementary area may be added to a clear non-restricted license.

Pearson NC Website - [http://www.nc.nesinc.com/](http://www.nc.nesinc.com/) for additional Elementary and EC-General Curriculum test information

ETS Website - [https://www.ets.org/praxis/nc](https://www.ets.org/praxis/nc) for a list of NC SBE approved Praxis II tests
### SBE Approved Testing Changes

<table>
<thead>
<tr>
<th>Licensure Area</th>
<th>License Code</th>
<th>License Code</th>
<th>Current State Board Approved Licensure Tests (as of Sept. 1, 2014)</th>
<th>Previous State Board Approved Licensure Tests</th>
<th>Phase Out Date of Test Approved Previously</th>
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<tbody>
<tr>
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<td># 203 - Mathematics Subtest</td>
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Test details are subject to change. Go to [http://www.nc.nesinc.com](http://www.nc.nesinc.com) and/or [https://www.ets.org/praxis/nc](https://www.ets.org/praxis/nc) for most up-to-date NC SBE approved test details.
<table>
<thead>
<tr>
<th>Licensure Area</th>
<th>License Code</th>
<th>Current State Board Approved Licensure Tests (as of Sept. 1, 2014)</th>
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<td>Score</td>
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<td>Pearson tests required to be taken during first year of teaching and passed to convert the SP1 or clear the Lateral Entry license</td>
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<td>#090 - Pearson Foundations Of Reading Test</td>
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<td>5511 &amp; 5543 passing scores earned prior to 10/01/2014 will be accepted for licensure until 12/31/2014</td>
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<td>Mentally Disabled</td>
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<td>Family and Consumer Sciences</td>
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Test details are subject to change. Go to [http://www.nc.nesinc.com](http://www.nc.nesinc.com) and/or [https://www.ets.org/praxis/nc](https://www.ets.org/praxis/nc) for most up-to-date NC SBE approved test details.
"SECTION 8.22. Notwithstanding Section 35.11 of this act, only the following teachers and instructional support personnel, except for certified school nurses and instructional support personnel in positions for which a master's degree is required for licensure, shall be paid on the "M" salary schedule or receive a salary supplement for academic preparation at the six-year degree level or at the doctoral degree level for the 2014-2015 school year, unless they were paid on that salary schedule or received that salary supplement prior to the 2014-2015 school year and subsequent school years:

1. Certified school nurses and instructional support personnel in positions for which a master's degree is required for licensure.

2. Teachers and instructional support personnel who were paid on that salary schedule or received that salary supplement prior to the 2014-2015 school year.

3. Teachers and instructional support personnel who (i) complete a degree at the master's, six-year, or doctoral degree level for which they completed at least one course prior to August 1, 2013, and (ii) would have qualified for the salary supplement pursuant to State Board of Education policy TCP-A-006, as it was in effect on June 30, 2013."
Graduate Degrees and Graduate Pay

<table>
<thead>
<tr>
<th>Graduate Degrees</th>
<th>Graduate Pay Approvals</th>
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<tbody>
<tr>
<td>The Licensure Section will continue adding the graduate degree level designation on the Educator’s license if the following criteria are met:</td>
<td>Graduate pay approvals will be considered if one of the following criteria is met:</td>
</tr>
<tr>
<td>1. A state approved education program that leads to licensure has been completed and verified with the required (Form V), degree dated transcripts and the completed application has been submitted to the NCDPI Licensure Section</td>
<td>1. An individual was paid on the graduate salary schedule prior July 1, 2014</td>
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<tr>
<td></td>
<td>OR</td>
</tr>
<tr>
<td>2. The college or university is regionally accredited</td>
<td>2. At least one of the graduate degree courses was completed prior to August 1, 2013</td>
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<tr>
<td></td>
<td>AND</td>
</tr>
<tr>
<td>Note: The graduate degree designation will be on the license, however the individual may be eligible to be paid on the graduate salary schedule if at least one of the graduate degree courses was completed prior to August 1, 2013</td>
<td>The individual would have qualified based on the SBE Graduate Pay policy TCP-A-006 in effect June 30, 2013</td>
</tr>
</tbody>
</table>
Brass-to-Class
Non-teaching Experience Credit for Military Leadership and Instruction

• Corporal Pruitt Rainey Brass-to-Call Act

• Session Law 2013-268, House Bill 767

• Effective July 1, 2014

• Awards Non-Teaching Experience Credit for Military Leadership and/or Instructional Roles
CLARIFY MILITARY SERVICE CREDIT FOR NEWLY HIRED EDUCATORS
SECTION 8.12. G.S. 115C-302.3(a) reads as rewritten:
"(a) The State Board of Education shall establish rules for awarding credit for salary purposes to principals, assistant principals, and teachers, who (i) served in the Armed Forces of the United States and who States; (ii) have retired or who have received an Honorable Discharge; and (iii) have not been previously employed by a public school located in North Carolina. The rules shall include the following provisions:

(1) One full year of experience credit shall be awarded for each year of full-time relevant nonteaching work experience completed (i) while on active military duty in the Armed Forces of the United States and (ii) after earning a bachelor's degree.

(2) One full year of experience credit shall be awarded for each two years of full-time relevant nonteaching work experience completed (i) while on active duty in the Armed Forces of the United States and (ii) before earning a bachelor's degree.

(3) One full year of experience credit shall be awarded for every two years of full-time instructional or leadership duties while on active military duty in the Armed Forces of the United States, regardless of academic degree held while in instruction or leadership roles."
Non-Teaching Experience for Instructional Duties
TCP-A-006 Section 6.0, (8)

NORTH CAROLINA STATE BOARD OF EDUCATION
Policy Manual Policy Identification
Priority: Twenty-first Century Professionals
Category: Licensure
Policy ID Number: TCP-A-006
Policy Title: Policies related to experience/degree credit for salary purposes
Current Policy Date: 04/02/2009
Statutory Reference:
Administrative Procedures Act (APA) Reference Number and Category:

POLICIES RELATED TO EXPERIENCE/DEGREE CREDIT FOR SALARY PURPOSES
6.00 Experience Credit as a Professional Educator

8) One full year of experience credit shall be awarded for every two years of full-time instructional duties performed in an instructional setting while on active military duty in the Armed Forces of the United States, regardless of academic degree held while serving in instructional roles. This applies to military veterans initially employed by an NC LEA starting July 1, 2014. “Non-teaching Experience Credit for Military Experience in Instructional Roles” shall be defined as professional work experience in a dedicated instructional setting while on active military duty that is clearly an instructional role and is verifiable on government issued service documents. Military service for which this credit is awarded must be characterized as honorable. This provision does not apply to JROTC instructors covered under TCP-A-006.30.

See clarification in Section 8.12.G.S.115c-302.3(a)
6.35 Non-teaching Experience Credit for Military Experience in Leadership Roles

Consistent with TCP-A-006.20, at the recommendation of an employing NC LEA, the Department shall award non-teaching experience credit for military experience for leadership roles performed while on active military duty. This applies to military veterans initially employed by an NC LEA starting July 1, 2014.

With respect to non-teaching military work experience that is not directly related to the area of licensure or work assignment, one full year of experience credit shall be awarded for every two years of full-time leadership duties while on active military duty in the Armed Forces of the United States, regardless of academic degree held while in instructional or leadership roles.

“Non-teaching Experience Credit for Military Experience in Leadership Roles” shall be defined as professional work experience in one or more of the official United States military branches while on active military duty that is clearly a leadership role and is verifiable on government issued service documents. Military service for which this credit is awarded must be characterized as honorable. Experience credit for “Leadership Roles” is limited to verifiable experience in a military leadership position with primary responsibility over a team of other military service members following successful completion of a sanctioned military leadership course. Members eligible for this non-teaching work experience credit are: commissioned officers, warrant officers, and non-commissioned officers. Junior enlisted members that have not completed formal military leadership training are excluded from eligibility for this credit.

Non-Teaching work experience that is directly related to an individual’s area of licensure and work assignment shall be credited as set forth in Section 6.20.

Military experience credit may only be awarded once for each role period (i.e. no overlapping credit award).

This provision does not apply to JROTC Instructors covered under TCP-A-6.30.
How to Apply for Military Non-Teaching Experience Credit

✓ Effective date is 7/1/2014

✓ Eligible individuals are those who have not been previously employed by a public school located in North Carolina

✓ Retirement or honorable discharge from military is required

✓ Form ME – Must be signed by the individual and one of the following
  • Installation Personnel Officer
  • Base Education Services Officer
  • Former Commanders for whom they worked

✓ Form RN is required for recommendation of Brass to Class non-teaching experience

✓ Experience granted would be 1 year of experience credit for every 2 years served in an instructional or leadership role

✓ The directly related non-teaching work experience and JROTC provisions remain the same in policy
Licensure Fundamentals and Reminders

• 2013-2014 Fiscal Year
• Recommendation of SP1 to SP2 Attachments
• Mailing / Faxing Requests
• Retiree Renewal Clarification
• Upcoming Renewal Changes
• Licensure Policy Website
• Request Guides on LicSal
• Questions and Comments
Retiree Renewal Clarification

The legislation has established a 5-year window, immediately following the retirement date, during which a teacher is not required to obtain CEUs, regardless of when the teacher’s license actually expires. The 5-year window begins at retirement. If a teacher otherwise licensed at retirement applies for a renewal of a license during the five-year window, the department will issue a “new” or renewed license notwithstanding the absence of CEU’s during the five-year-period. Specifically, the law provides as follows:

NC General Statute 115C-296(b) states the following.
The last license renewal received prior to retirement shall remain in effect for five years after retirement.

Another way to look at this is as follows:
Retirement date + five years = The window of time during which a retired educator may apply for and be issued a license without a requirement to have CEUs

EXAMPLE:
5-year license cycle is 7/1/2011- 6/30/2016
Retirement date is 7/1/2013

Eligible for renewal without CEUs from 7/1/2013 to 6/30/2018 (Window of Time)

Any renewals for this individual after 6/30/2018, will require CEUs.
Changes to Renewal Credits

SB 402, Section 9.3(f) states, “For teachers who are in their fourth or fifth year of their current five-year license renewal cycle, the changes required by G.S. 115C-296(b)(1)b., as enacted by subsections (b) and (c) of this section, shall apply beginning with the first year of their next five-year license renewal cycle.”

License Expiration Date

4th Year – June 30, 2015
Everyone – June 30, 2016

Renewal Requirements

7.5 with Current Breakdown
K – 8 Teachers – 8.0
- 3 – Content
- 3 - Literacy
- 2 - General*

All other Educators
- 3 – Content
- 5 - General*

*The General credit breakdown is subject to change based on N.C. State Board of Education policy.
NC State Board of Education

North Carolina State Board of Education Vision of Public Education in North Carolina: A Great Public Education System for a Great State

This vision guides the Board's work and encourages a shared commitment to assuring a strong, flexible and coherent education system that serves all students and that is geared toward the promotion of the public interest.

The full vision statement approved by the Board on Oct. 4, 2012 is available here.

Mission:

State Board Mission: The State Board of Education is charged with supervising and administering "the free public school system and the educational funds provided for its support."

Goals:

For more detailed information about State Board of Education goals, visit the SBE Goals Page.

Goal: NC public schools will produce globally competitive students.
Goal: NC public schools will be led by 21st Century professionals.
Goal: NC public school students will be healthy and responsible.
Goal: Leadership will guide innovation in NC public schools.
Goal: NC public schools will be governed and supported by 21st Century systems.

Office of the North Carolina State Board of Education
301 North Wilmington Street, Room 212
200 N. Martin Luther King Blvd.
303 Mail Slot, P.O. Box 1467
Raleigh, NC 27602-1467
919-733-6500

http://www.ncpublicschools.org/policy-manual
North Carolina
State Board of Education
Policy Manual

June Atkinson, State Superintendent

- Welcome -- from the Chairman and State Superintendent
- Click here to search Policy Manual by topic or key word
- NCSBE Policy Manual Table of Contents
- Administrative Procedures Act (APA) Policy Listing
- What's New -- Updated NCSBE Policies
- Need Information Regarding NCSBE Policies -- Who to Call
- Visit the NC Public Schools Web Site

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Last updated: March 15, 2013
**NCSBE Policy Manual Table of Contents**

Policies listed in the Policy Manual Table of Contents are grouped according to the five strategic priorities of the NC State Board of Education (NCSBE) and the NC Department of Public Instruction (NCDPI) Coordinated Plan of Work. Click the priority you would like to view -- the categories for that priority will appear. Click the category you would like to view -- the policy titles contained in that category will appear. Click the Policy ID Number you would like to view to display its contents. Some of the policies are linked to online manuals that represent the policy content. Every effort is made to post changes in a timely manner as they are approved by the NCSBE. The five strategic priorities are:

Click [here](#) to search Policy Manual by topic or key word.

Click [here](#) for the master list of all policies (be patient--this may take a minute)

<table>
<thead>
<tr>
<th>Priority</th>
<th>Summary Definition</th>
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<tbody>
<tr>
<td><strong>Globally Competitive Students:</strong>&lt;br&gt;GCS Series (formerly High Student Performance: HSP Series)</td>
<td>The policies included in the <a href="#">Globally Competitive Students</a> priority represents NC State Board of Education guidelines related to accountability, testing, and student achievement. Also included in this priority series are policies addressing accreditation, the ABCs Model, exceptional children, textbooks, driver’s education, the Standard Course of Study, kindergarten, and second languages.</td>
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<tr>
<td><strong>Twenty-first Century Professionals:</strong>&lt;br&gt;TCP Series (formerly Quality Teachers, Administrators, and Staff: QP-Series)</td>
<td>The policies included in the <a href="#">Twenty-first Century Professionals</a> priority pertain to licensure, the PRAXIS test, benefits for employees of the public schools, teacher education program approval, and personnel issues. Also included in this priority series are policies related to the Statewide Teacher of the Year program and the National Board of Professional Teaching Standards.</td>
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<tr>
<td><strong>Healthy Responsible Students:</strong>&lt;br&gt;HRS Series</td>
<td>The policies included in the <a href="#">Healthy Responsible Students</a> priority contain guidelines for reporting acts of violence in public schools, school safety, and student discipline.</td>
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</tbody>
</table>
TCP Series -- Twenty-first Century Professionals

The policies included in the Twenty-first Century Professionals priority pertain to licensure, the PRAXIS test, benefits for employees of the public schools, teacher education program approval, and personnel issues. Also included in this priority series are policies related to the Statewide Teacher of the Year program and the National Board of Professional Teaching Standards. Click on the category you would like to view. Some of the policies are linked to on-line manuals that represent the policy content. Every effort is made to post changes in a timely manner as they are approved by the NC State Board of Education.

For information regarding any of the policies listed in this priority series, please call Dr. Lynne Johnson, Director, Educator Effectiveness at (919) 807-3914.

Click [here](http://www.tcp.state.nc.us) to search Policy Manual by topic or key word.

<table>
<thead>
<tr>
<th>Category</th>
<th>Category Title</th>
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<tr>
<td>TCP-A</td>
<td>Licensure</td>
</tr>
<tr>
<td>TCP-B</td>
<td>Teacher Education</td>
</tr>
<tr>
<td>TCP-C</td>
<td>Qualifications and Evaluations</td>
</tr>
<tr>
<td>TCP-D</td>
<td>Employee Benefits Policies</td>
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<tr>
<td>TCP-E</td>
<td>Teacher of the Year</td>
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<tr>
<td>TCP-F</td>
<td>National Board for Professional Teaching Standards</td>
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<tr>
<td>TCP-G</td>
<td>Definitions</td>
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</table>
## Twenty-first Century Professionals

### Category A -- Licensure

Click on the Policy ID # you would like to view; deleted policies can not be viewed. Some of the policies are referred to as "Inserts." The appropriate manual listed in those policies should be viewed for the contents regarding that policy. Every effort is made to post changes in a timely manner as they are issued by the NC State Board of Education.

For information regarding any of the policies listed in this category, please call Licensure Section at (919) 807-3310.

Click [here](#) to search Policy Manual by topic or key word.

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<td>TCP-A-003</td>
<td>Policies on Testing Requirements</td>
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<td>TCP-A-006</td>
<td>Policies related to experience/degree credit for salary purposes</td>
<td>04/02/2009</td>
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<td>TCP-A-007</td>
<td>Policy on Licensure Suspension and Revocation</td>
<td>10/07/2004</td>
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<td>TCP-A-008</td>
<td>Policy on Licensure Fees</td>
<td>11/01/2001</td>
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<td>TCP-A-009</td>
<td>Policy establishing process to change from certification to licensure</td>
<td>04/01/1993</td>
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<td>TCP-A-010</td>
<td>16 NCAC 6C.0301 Policy governing general information on licensure</td>
<td>08/01/2000</td>
<td>A</td>
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<td>TCP-A-011</td>
<td>16 NCAC 6C.0302 Policy regarding the computation of credit for licensure</td>
<td>08/01/2000</td>
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<td>TCP-A-012</td>
<td>16 NCAC 6C.0303 Policy delineating the program requirements for licensure</td>
<td>08/01/2000</td>
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<td>TCP-A-013</td>
<td>16 NCAC 6C.0304 Policy delineating types of licenses</td>
<td>10/06/2005</td>
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Welcome to the LicSalWeb
North Carolina Department of Public Instruction's
Information and Technology Services

LEA License & Salary Info Center Login

Note: LEA License & Salary Info Center access is limited to those individuals authorized by finance officers, site security officers, or personnel directors.

If you have not received this authorization and need access, please have your finance officer, site security officers, or personnel directors complete the Request for DPI Application Access form (click here) electronically and email it to the Systems Accounting Section at systems_accounting@dpi.nc.gov. The form must be emailed by the person authorizing access. If you cannot access the form, or have questions about completing the form, please contact Systems Accounting at systems_accounting@dpi.nc.gov.

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001 - WESTERN REG ED SERV  Change Unit

Main Menu

- Announcements
  New Announcements as of Mar 07

- Allotment Reports

- Employee Roster

- Employment Inquiry
  No Bump Report

- Salary Administration Reports

- Exception Impact
  Exception List

- Licensure Inquiry

- Voucher Inquiry

- Licensure Administration Reports

Help

Menu | Announcements | Allotments | Rosters | Employment | Impact Report | Exceptions | Licensure | Vouchers

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What's New - 07/09/2012

Licensure

Forms and Misc Documents

Licenses - Overview

FormG Approval List

Labs

Renewals

Criminal Letters

Personnel Eligible For Regular Renewal

Personnel Eligible For Provisional Renewal

Conversions

8 to 0 Conversions

8 to 0 Conversions

NCLB

No Child Left Behind HQ Reports

Administration

Praxis Lead
Licensure - Forms

Licensure Menu

Licensure Manual
Licensing Procedures Word Format
Licensing Procedures PDF Format

Licensure Forms Word Format
Licensure Forms Request Guides
Licensure Forms PDF Format
Licensure Forms NC HOUSE

Licensure Calendar of Events.doc

Summary of Major Changes Career-Technical Education.doc
Licensure Requirements for Speech-Language Pathologists in North Carolina Public Schools
Guide for Adding an Area based on 24 semester hours 2011
Lateral Entry Chart August 2011
Verification of Ability to Impact Student Learning
Licensure Service Fees

Graduate Pay and Non-Teaching Work Experience Panel
Exempting Circumstances Committee Calendar

2012 Licensure Training Road Show Webinar Registration
State Superintendent’s Ethics Advisory Committee

ETS Newsletter 2009-2010
ETS Newsletter August 2008
Licensure Form Request Guides Word Format

- Form AEL-RG (doc)
- Form AEL-RG (pdf)
- Form CT-RG Request Guide for CTE (doc)
- Form CT-RG Request Guide for CTE (pdf)
- Form EP-RG Request Guide (doc)
- Form EP-RG Request Guide (pdf)
- Form G Request Guide (doc)
- Form G Request Guide (pdf)
- Form I-Request Guide (doc)
- Form I-Request Guide (pdf)
- Form JROTC Request Guide (doc)
- Form JROTC Request Guide (pdf)
- Form LE-RG Lateral Entry Request Guide (doc)
- Form LE-RG Lateral Entry Request Guide (pdf)
- Form NE-RG Non Teaching Experience Request Guide (doc)
- Form NE-RG Non Teaching Experience Request Guide (pdf)
- Form OS-RG Out of State Request Guide (doc)
- Form OS-RG Out of State Request Guide (pdf)
- Form VAL-RG Validation Request Guide (doc)

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