

SECTION D. REQUEST FOR AN EXTENSION OF THE FIVE (5) YEAR PROFESSIONAL CERTIFICATE(S):

- I have not held regular employment in Rhode Island public schools for the full five (5) years of my certificate(s), nor have I completed renewal requirements. I am requesting an extension of my five (5) year professional certification(s) in the area of _____, for the period of time that I did not hold regular employment. (\$40 for one certificate area, \$20 per year for each additional certificate area, an \$5 per year for each endorsement area-ALL FEES ARE NON-REFUNDABLE.)

SECTION E. REQUEST FOR DUPLICATE CERTIFICATE:

- Please issue a duplicate copy of current certificate in _____ (\$50.00 non-refundable fee)

SECTION F. REQUEST FOR REINSTATEMENT OF EXPIRED CERTIFICATE: (See Section J for fee schedule)

- I am requesting reinstatement of my expired Rhode Island certificate in the area(s) of (see page 3) _____

**Certificates not renewed within six (6) months from the date of expiration will be subject to the reinstatement fee in addition to the certificate renewal fee.

SECTION G. REQUEST FOR RENEWAL OF ONE (1) YEAR CERTIFICATE.

- I am requesting renewal of my one (1) year certificate in (see page 3) _____ (\$100.00 non-refundable fee)

SECTION H: REQUIRED INFORMATION:

Teachers and other school personnel certified by the State of Rhode Island must be of good moral character. Rhode Island General Law 16-12-3 states that "Every teacher shall aim to implant and cultivate in the minds of all children committed to his care the principles of morality and virtue." Your answers to the following questions regarding your employment, criminal, and certification history are important. Any criminal matter covered by a question must be disclosed regardless of how long ago it occurred or how unimportant it may seem. Criminal matters do not necessarily preclude certification, but the failure to answer a question truthfully may result in disqualification. Furthermore, Rhode Island General Law 11-18-1 prohibits the submission of a document containing a false and misleading statement to a public agency, and Rhode Island General Law 11-58-1 prohibits the use of a falsified educational record of a postsecondary institution

1. *Have you ever been dismissed from any employment or have you ever resigned or employment following the initiation of disciplinary action? If yes, attach an explanation.* _____YES _____NO
2. *Are you the subject of disciplinary action in your present employment? If yes, attach an explanation.* _____YES _____NO
3. *Have you ever been convicted of a felony or a misdemeanor? If yes, attach a copy of the conviction record(s). Expunged convictions must be disclosed under Rhode Island General Law 12-1.3-4 Attach an explanation stating the date, location and nature of the offense(s) involved in the expunged conviction(s).* _____YES _____NO
4. *Have you ever entered a plea of nolo contendere to a felony or misdemeanor charge? If yes, attach a copy of the conviction and/or probation record(s).* _____YES _____NO
5. *Are any felony or misdemeanor charges currently pending against you? If yes, attach an explanation.* _____YES _____NO
6. *Do you hold a valid teaching certificate in any other state?* _____YES _____NO
State _____ Area(s) _____ Certificate No.(_____)
7. *Have you ever been denied an educator's certificate or license for reasons other than your failure to meet academic or work experience requirements? If yes, attach an explanation stating date, state, and reason(s) for denial.* _____YES _____NO
8. *Has your educator's certificate or license in another state ever been suspended, revoked, or surrendered? If yes, attach an explanation.* _____YES _____NO
9. *Are you currently the subject of any action to revoke or suspend your educator's certificate or license? If yes, attach an explanation.* _____YES _____NO

SECTION I. AUTHORIZATION:

I certify the accuracy of the information provided in this application and in any supporting documentation that I may submit. I have included all supporting documentation. I have read and understand the notice regarding Rhode Island laws above. I hereby authorize the release of information to the Department of Education for the purpose of investigating or verifying any information in my application.

(Signature of Applicant)

(date)

SECTION J. CERTIFICATION FEES: ALL FEES ARE NON-REFUNDABLE

Certificate Type	New Fee
Certificate of Eligibility for Employment (CEE)	\$50
Five-Year Professional Certificate	\$200 *
Two-Year Professional Certificate	\$500
One-Year Professional Certificate	\$100
Emergency Permit	\$200
Substitute Permit	\$50
Endorsement- Initial Issuance	\$50
Endorsement- Renewal	\$25
Reinstatement Fee	\$100**
Athletic Coach	\$100
Duplicate Certificate	\$50
Evaluation of Credentials	\$50

*One 5 Year Professional Certificate will be renewed at \$200 per 5 year cycle. Each additional 5 Year Professional Certificate will be renewed at \$100 per 5 year cycle.

** Certificates not renewed within six (6) months from the date of expiration will be subject to the reinstatement fee in addition to the certificate renewal fee.

PLEASE MAKE CHECK PAYABLE TO: *GENERAL TREASURER-STATE OF RI*

ALL FEES ARE NON-REFUNDABLE

NOTE: TO ENSURE THAT YOUR APPLICATION IS PROCESSED, INCLUDE ALL DOCUMENTATION.

NOTE: WE ARE UNABLE TO ACCEPT CASH.

Please mail application, fee and required documents to:

Rhode Island Department of Education
Office of Educator Quality and Certification
255 Westminster St.
Providence, RI 02903-3400

To be acceptable, application must be dated within the past three (3) months and signed by the applicant.

Revised 041509

CERTIFICATION AREAS ISSUED BY THE RHODE ISLAND DEPARTMENT OF EDUCATION

- Early Childhood
- Elementary Teacher
- English as a Second Language Specialist
- School Nurse Teacher

Secondary:

- Agriculture
- Business Education
- English
- Foreign Language (specify language)
- History
- Mathematics
- Science (specify science area):
 - Biology
 - Chemistry
 - General Science
 - Physics
- History (for social studies certificate see endorsements listed below)
- Other Academic Areas not listed above (for emerging secondary areas only)

Special Education:

- Special Educator-Early Childhood
- Special Educator-Mild Moderate-Elem/Middle Level
- Special Educator-Mild Moderate-Middle/Secondary Level
- Special Educator-Severe Profound Disabilities
- Special Educator-Blind/Partially Sighted
- Special Educator-Deaf/Hard of Hearing

Special Subjects:

- Art
- Dance
- Music
- Home Economics
- Library Media
- Technology Education Teacher (specify Vocational field) _____
- Physical Education
- Theatre
- Health

Support Professional:

- Reading Specialist/Consultant
- School Counselor
- School Psychologist
- School Social Worker
- Speech/Language Pathologist

Administrative:

- Administrator of Curriculum Instruction
- Administrator of Special Education
- Elementary/Middle Principal
- Guidance Supervisor
- Middle/Secondary Principal
- Reading Supervisor/Director
- Special Subjects Administrator
- Superintendent of Schools
- School Business Administrator

Endorsements: An endorsement is a provision added to a teaching certificate that expands on the validity of the area of certification; (e.g. a physical education certificate can be endorsed to be valid for adapted physical education instruction by satisfying the requirements for this endorsement).

- Bilingual-Bicultural Endorsement
- Driver Education
- English as a Second Language Endorsement:
(Elem., Early Childhood, Sec. English,
And Foreign Language)
- English as a Second Language
- Middle School Endorsement
- Adaptive Physical Education
- Social Studies Endorsements: (must qualify for history)
 - Anthropology
 - Political Science
 - Geography
 - Economics
 - Sociology