



## **Renewal Requirements for Certificates Expiring in 2022 ONLY** **Frequently Asked Questions**

### **A. Certificate Types and Renewal**

**1. *How will the new renewal requirements affect me when I apply to renew my initial (3-year) certificate(s) expiring in 2022?***

In order to renew your initial certificate(s) that are up for renewal in 2022, you will need to have completed a total of  $25 \times 3 = 75$  Professional Learning Units (PLUs). These need to have been completed between the issuance date and expiration date (certification cycle) of your certificate(s).

If you are on an approved leave of absence in one or more of the school years, you will be required to complete a prorated number of PLUs (at 25 PLUs per year of employment).

**2. *How will the new renewal requirements affect me when I apply to renew my professional (5-year) certificate(s) expiring in 2022?***

In order to renew your initial certificate(s) that are up for renewal in 2022, you will need to have completed a total of  $15 \times 3^1 = 45$  Professional Learning Units (PLUs). These need to have been completed between the issuance date and expiration date (certification cycle) of your certificate(s).

If you are on an approved leave of absence in one or more of the school years, you will be required to complete a prorated number of PLUs (at 15 PLUs per year of employment).

If you have been employed all five years (no approved leaves of absence), progression to Advanced (7-year) certificates will require 45 PLUs AND the completion of an aspirational benchmark. Aspirational benchmarks can be achieved anytime during the certification cycle. The five (5) aspirational benchmarks outlined in the regulations are:

- A. National Board Certification (attaining or renewing).
- B. Conferral of an advanced degree from an accredited institution of higher learning, in a subject directly related to the content knowledge required to teach or lead
- C. Receipt of state or national recognition such as the Milken Award, State Teacher of the Year, Presidential Award Winner for Math and Science (PAEMST).
- D. Issuance of an additional RIDE certification in one of the Expert Residency Shortage Areas identified by RIDE.
- E. Completion of National Institute for School Leadership (NISL) Executive Development Program.

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<sup>1</sup> For this calculation, we use employment starting school year 2019-20, which is the implementation year for the new regulations.



**3. I hold one or more certificates but did not work in a public school in Rhode Island for the entire duration of my certification cycle. Do I need to complete PLUs for the renewal of my 2022 certificates?**

No. Educators who are not working in a public school in Rhode Island for the entire duration of their certification cycle are not required to complete PLUs to renew their certificates.

**4. I worked in a One-Year assignment or as a Long-Term Substitute for one or more years of my certification cycle. Do I need to complete PLUs for the renewal of my 2022 certificate?**

No. Educators who worked in a One-Year assignment or as a Long-Term Substitute are not required to complete PLUs to renew their certificates.

**5. I have worked using different types of certificates, all of which expire in 2022. Do I need PLUs for renewal?**

Possibly. Here is a table describing combinations of certificate types and when PLUs are needed:

Certificate Type Combinations Currently in Use	Are PLUs required to renew?
Life + Professional/Advanced	Yes, professional learning requirements apply to the certificate that is being used in your teaching assignment. Therefore, if you are using a Professional or an Advanced certificate, you would be required to complete PLUs.
Life + Any Preliminary	No. Educators who hold preliminary certificates are not required to complete PLUs as a renewal requirement. Instead, these educators must meet the renewal requirements as stated on their individual status forms. Additionally, lifetime certification does not need to be renewed. Therefore, an educator would not be subject to PLU requirements for the lifetime certificate.
Initial/Professional/Advanced + Any Preliminary	Yes. Renewal requirements apply to all full certificates – Initial, Professional, or Advanced – that are up for renewal in 2022. Additionally, educators must meet the renewal requirements as stated on their individual status forms for the preliminary certificate.  It is possible that in meeting the requirements for the preliminary certificate, you may fulfill the PLU requirements of the full certificate.
<b>When only one certificate type is being used</b>	
Life certificate only	No. Lifetime certificates do not need to be renewed and our professional learning requirements are explicitly tied to renewal. Therefore, an educator would not be subject to these requirements for the lifetime certificate.



Certificate Type Combinations Currently in Use	Are PLUs required to renew?
Initial/Professional/Advanced only	Yes. Renewal requirements apply to all full certificates – Initial, Professional, or Advanced <sup>2</sup> – that are up for renewal in 2022.
Any Preliminary only	No. Educators who hold preliminary certificates are not required to complete PLUs as a renewal requirement. Instead, these educators must meet the renewal requirements as stated on their individual status forms.

## B. Approval and Verification of PLUs

### 6. *Who approves my professional learning activities?*

LEAs approve professional learning activities. Professional learning approval should be consistent with both the regulations and the LEA’s Professional Learning Plan.

### 7. *What happens when LEA leadership changes? How will LEAs verify PLUs?*

Educators are responsible for maintaining records of and tracking the professional learning activities that they complete. LEAs are required to have systems in place that track approved professional learning and the PLUs for each activity/series. If the LEA does not have a system to track PLUs, RIDE has developed a sample tracker that educators can use. Download the [Word](#) version or [Excel](#) version.

### 8. *If I move from one LEA to another, will my professional learning units be accepted when I apply to renew in 2022?*

Yes. When an educator moves from one LEA to another, the PLUs completed in the previous LEA will be honored by the current LEA. In order to have PLUs transferred from a previous LEA, the educator completes the [PLU Verification Form](#), provides applicable evidence of the approved professional learning activities and has the superintendent/designee of the previous LEA verify the completion. Educators can then submit the [PLU Verification Form](#) to their current LEA.

**IMPORTANT:** Educators who have completed the required number of PLUs in their current LEA **do not** need to complete the PLU verification process from a previous LEA.

## C. Certification Renewal Process

### 9. *What is the process for renewing my certificate(s) expiring in July/August 2022?*

The superintendent/designee in an educator’s current LEA will electronically sign-off on PLUs. RIDE recommends that educators reach out to their LEAs to find out what type of documentation their superintendent/designee requires prior to renewal. Educators will not be able to renew using the online system until PLU sign-off has been completed. Paper applications mailed to our office will be returned if PLU sign-off has not been completed.

<sup>2</sup> There are no Advanced (7-year) certificates up for renewal in 2022



**10. Once PLU sign off has happened, how can I renew my certificate(s)?**

Educators can renew their certificate online by visiting - <https://portal.ride.ri.gov/Account/Login> . We anticipate a heavy volume of renewal applications this year, so consider applying early!

**11. Can I use professional learning from any of the school years 2018-19, 2019-20, 2020-21 or 2021-22 to renew my certification in 2022?**

Yes. Only those educators who are renewing professional certificate(s) are able to use professional learning activities completed and approved by the LEA during any of the school years 2018-19, 2019-20, 2020-21 or 2021-22. Educators renewing initial certificate(s) can only use professional learning activities completed and approved by the LEA during any of the school years 2019-20, 2020-21 or 2021-22.

**12. What happens if I am unable to meet the PLU renewal requirements?**

Educators who have not completed the PLUs required for renewal of their certificate may apply for a once-in-a-career, nonrenewable special provisional certificate. This certificate is valid for one year only and allows educators to meet the required PLUs for the previous renewal cycle. Upon completion of the PLUs, they will then apply for the appropriate Initial or Professional certificate and the remaining time will be issued for their full certificate(s). Such educators will be responsible for meeting all the PLU requirements for that renewal cycle.