VDOE

Office of Catholic Schools

Renewal Teacher

Check List

|  |  |
| --- | --- |
| Teacher’s Name:  |       |
| Teacher’s School Email:  |       |

**RENEWAL LICENSE REQUIREMENTS:**

1. Completed Renewal Application: [ ]
2. VDOE Payment – Make check payable to Virginia Department of Education - ($50): [ ]
3. Current Teaching Assignment (i.e., 3rd grade, Physics, Art) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: [ ]
4. Current Teaching Endorsement (listed on current License) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: [ ]
5. Professional Development Points - 180 pts/270 pts: [ ]
6. All Statutory Trainings:
7. Child Abuse Training Certificate[ ]
8. First Aid/CPR/AED/Safety Certificate: [ ]
9. Dyslexia Training Certificate: [ ]
10. Cultural Competency Training: [ ]
11. Meaningful IEP Training:[ ]
12. Evidence-Based Instruction: Strategies and Inclusive Practice: [ ]
13. Virginia History/State Local Government Education Certificate (if applicable): [ ]

|  |  |
| --- | --- |
| Principal Signature: | Teacher Signature: |
| Date:       | Date:       |

**\*\*Include this checklist with your final license packet and email, drop off, or mail to:**

**Office of Catholic Schools**

**Rosemarie Burrill**

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**rburrill@richmonddiocese.org**