VDOE

Office of Catholic Schools

Renewal Teacher

Check List

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| --- | --- |
| 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**

**7800 Carousel Lane Richmond, VA 23294**

**rburrill@richmonddiocese.org**