 Expired Initial Teacher Certificate Continuation

Teacher Certification - Alaska Department of Education and Early Development

# REQUIREMENTS

Expired Initial Two-Year, Program Enrollment and Out-of-State Initial teacher certificates can be continued if three years have not elapsed since the issue date of the original certificate and the missing requirement(s) have been satisfied.

The continued Initial teacher certificate will be valid from the date when the continuation request form and the supporting documentation are received by the Teacher Certification Office. Depending on the requirements that are satisfied at the time of the continuation request, the expiration date of the continued certificate will be the date one year or two years from the expiration date of the original expired certificate.

The Initial Reemployment and the Second Initial teacher certificates are not eligible for a continuation request. Individuals holding these certificates must satisfy all requirements and apply for a Professional teacher certificate.

# PERSONAL INFORMATION

Enter all personal information in the spaces provided, including contact phone number(s) and email address.

Last Name:       First Name:       M.I.:

Social Security Number:       Date of Birth:       Gender:

Mailing Address:       City:      State:    Zip Code:

Home Phone:       Work/Cell Phone:

Primary Email:       Secondary Email:

Former Last Name(s):       Highest Educational Degree:

It is the responsibility of the applicant to maintain current information, including name and mailing address, on file with the Teacher Certification office. All name changes must be supported with a photocopy of the legal document verifying the change.

# EMPLOYMENT STATUS

Are you currently under contract or have been offered a contract with a public school district in Alaska? Yes [ ]  No [ ]
If yes, please complete the following:

Alaska public school district:      Beginning contract date:

# CERTIFICATE INFORMATION

Please indicate the expired Initial certificate you are requesting to be continued:

[ ] Initial Out-of-State [ ] Initial Proof of Program Enrollment [ ] Initial Two Year

# EXTENSION REQUIREMENTS

Indicate which of the following certificate extension and documents you are submitting or has been submitted to the Teacher certification office:

**Initial Out-of-State 1st Extension Requirement**

[ ] Original official score report of an approved [**Basic Competency Exam**](https://education.alaska.gov/TeacherCertification/praxis.html) (https://education.alaska.gov/teachercertification/praxis) (e.g. Praxis CORE, WEST-B, C-BEST, etc.).

**Initial Out-of-State 2nd Extension and Initial Two Year extension requirement**

[ ] Official transcripts showing the completion of an approved [Alaska Studies](https://education.alaska.gov/teachercertification/alaska-studies) (https://education.alaska.gov/teachercertification/alaska-studies) coursework.

[ ] Official transcripts showing the completion of three semester hours of approved [Alaska Multicultural](https://education.alaska.gov/teachercertification/culture) (https://education.alaska.gov/teachercertification/culture) coursework.

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**Proof-of-Program Enrollment - 1st Extension Requirement**

[ ] Updated, official transcripts showing progress (or completion) in your program, and

[ ] Updated [Proof of Program Enrollment Form](https://education.alaska.gov/TeacherCertification/forms/proof-of-program-enrollment-teacher.docx)(https://education.alaska.gov/TeacherCertification/forms/proof-of-program-enrollment-teacher.docx) **OR**

[ ] [State Approved Program Verification form](https://education.alaska.gov/TeacherCertification/forms/teacher-program-verification.docx) (https://education.alaska.gov/TeacherCertification/forms/teacher-program-verification.docx), showing completion of program.

**Proof-of-Program Enrollment - 2nd Extension Requirement**

[ ] Updated official transcripts showing completion of your program,

[ ] State Approved Program Verification form showing completion of program.

[ ] Official transcripts showing the completion of an approved [Alaska Studies](https://education.alaska.gov/teachercertification/alaska-studies) (https://education.alaska.gov/teachercertification/alaska-studies) coursework.

[ ] Official transcripts showing the completion of three semester hours of approved [Alaska Multicultural](https://education.alaska.gov/teachercertification/culture) (https://education.alaska.gov/teachercertification/culture) coursework.

If the Alaska Studies and Alaska Multicultural requirements are not met, your certificate will expire and you will not be eligible to teach in an Alaska public school nor apply for an additional Alaska teacher certificate.

# FEE SCHEDULE

The Expired Initial Teacher Certificate Continuation request fee is $200.00. You may pay with a credit card via the DEED Online Payment Center, cashier’s check, or money order (payable to DEED). Fees are non-refundable. Personal checks will not be accepted.

If payment is made through the Teacher Certification Online Payment Center a copy of the payment receipt must be submitted with this form. [Online Payment Center](https://education.alaska.gov/teachercertification/PaymentCenter) (https://education.alaska.gov/teachercertification/PaymentCenter)

# SIGNATURE

I certify that the information provided in this application is true and correct to the best of my knowledge.

Applicant Signature: Date:

**Notes:** If an item is missing or incomplete, your packet will be returned unprocessed to the address you provide in the personal information section of your application. If you would like your original documents returned, you must include a self-addressed, stamped envelope with your complete packet. We recommend that you send your completed packets to the Teacher Education & Certification Office using one of the many tracking options that are available.

# SUBMIT YOUR APPLICATION

This application may be emailed or faxed to the Teacher Certification office. Otherwise, you may mail the application to the following address:

Department of Education and Early Development

Teacher Certification

PO Box 110500

Juneau, AK 99811-0500

# CONTACT TEACHER CERTIFICATION

If you have questions, please use the following information to contact the Teacher Education & Certification Office:

Email: Teacher Certification (tcwebmail@alaska.gov)
Phone: (907) 465-2831 Fax: (907)465-2441
[Teacher Certification Website](https://education.alaska.gov/teachercertification) (https:/education.alaska.gov/teachercertification)