

Teacher CEU Toolbox

www.teacherceutoolbox.com



1-877-870-7175 for questions

Standard Application for Approval of Renewal Units for Professional Development

When is Pre-Approval Required?

Each state and school district has individual requirements and may vary depending where you are in your licensing cycle. The recommendation is that you check the license requirements specific to your state and licensing cycle requirements. A pre-approval form specific to your state or school district may be required. This form is offered as a standard form for your use.

A link for your state's or district's requirement is provided at: www.teacherceutoolbox.com/state-requirements

SECTION I: Personal Information

Last Name		First Name		Date
Mailing Address	City	State	Zip	
Email Address	Phone (include area code)		School District or Employer	

SECTION II: Course Information

Name of Course	Provider of Course Teacher CEU Toolbox www.teacherceutoolbox.com
Number of CEUs for the Course	Checklist: <ul style="list-style-type: none"><input type="checkbox"/> Checked my specific state/local requirements<input type="checkbox"/> Completed all of the information on this form<input type="checkbox"/> Filed a copy of this form after completion for my records<input type="checkbox"/> Received an authorized signature verifying approval of this course to meet licensure renewal requirements (Keep a copy if the signed form.)

10 hours of contact=1 CEU

SECTION III:

Name of Authorizing Personnel	Signature of Authorizing Personnel
Title of Authorizing Personnel Date	Date