ACTIVITIES THAT QUALIFY FOR PROFESSIONAL LEARNING CREDIT*

The following activities meet state professional learning requirements for relicensure or reinstatement of a lapsed license and shall be verified by L/RSBs and the Licensing Office when the activities meet the requirements below and when all required documentation has been submitted. In some cases, there are restrictions on the total number of required credits/hours that may be earned through particular categories of activities. (Other activities may be acceptable upon consultation with the L/RSB and the Licensing Office.)

1) In order to be approved, professional learning activities submitted for license/endorsement renewal/reinstatement shall:
   - relate directly to the knowledge and performance standards of the endorsement(s) being renewed/reinstated and/or to the *Core Teaching Standards for Vermont Educators and/or Core Leadership Standards for Vermont Educators*;

2) Professional learning credit/hours may be awarded for activities that are paid or unpaid and required by the school/district or self-selected.

3) A credit is a unit of measure assigned by a local or regional standards board, or the Licensing Office, to professional learning activities other than academic credit bearing courses that meet standards for relicensure/reinstatement. Fifteen (15) clock hours of professional learning is equivalent to one (1) credit. Credit applies equally toward relicensure/reinstatement requirements.

4) The minimum contact time required for relicensure credit to be accrued is one-half (½) hour.

5) Preapproval of professional learning activities is suggested but not required.

6) Level I renewals require three credits (45 hours) of professional learning in the endorsement area. One of the three credits (15 hours) must align with the knowledge and performance standards of the endorsement.

   Level II seven (7) year renewals require nine credits (135 hours) of professional learning in the endorsement area. Three of the nine credits (45hours) must align with the knowledge and performance standards of the endorsement.

   Level II five (5) year renewals require six credits (90 hours) of professional learning in the endorsement area. Two of the six credits (30 hours) must align with the knowledge and performance standards of the endorsement.

7) Credits earned by an educator during a licensure cycle may be used if applicable to address professional learning requirements to renew multiple endorsements and also both Level I and Level II licenses.

Name of Category:	Documentation Shall Include:	Limitations :
1. Academic Courses (graduate, undergraduate)	• Official transcript or grade report	• Relicensure credits granted will equal the academic credits indicated on the transcript or grade report • No limit on number of required credits that may be earned in this manner
2. Workshops/Seminars/Professional Conferences Sponsored by Credible and Recognizable Organizations (e.g., Vermont-NEA, ASCD, school districts, VASS, NSTA, AOE etc.)	• Verification of participation, program content and contact hours.	• No limit on number of required hours that may be earned in this manner
3. Designing, Developing and Teaching Courses or Workshops	• Course or workshop syllabus • Verification by institution or organization that course/workshop was held	• Limited to initial offering or complete redesign of course/workshop • Limited to 45 hours per endorsement
4. Applied Experience in Content Area of Endorsement Through Employment in a Related Non-Educational Setting or Internship, or Through Related Educational Travel or Volunteer Service	• Description of job/position, educational travel, or volunteer service • Employer or sponsor verification of experience or service, including number of hours or weeks of participation • Documentation of the travel (may include journal, tickets, museum stubs, itinerary, etc.)	• Limited to 45 hours per endorsement

Name of Category:	Documentation Shall Include:	Limitations :
5. Local School/District Activities or Action Research/Reform Projects	• Brief description of goals and outcome of activity/project • Verification by project/activity convener of - participant's role - number of contact hours	• Limited to 45 hours per endorsement
6. State/National Education Activities or Reform Projects/Committees	• Brief description of goals and outcome of activity/project • Verification by project/activity convener of - participant's role - number of contact hours	• Limited to 45 hours per endorsement
7. Institution of Higher Education Reform Activities – Partnerships with K-12 Schools	• Brief description of goals and outcome of activity/project • Verification by project/activity convener of - participant's role - number of contact hours	• Limited to 45 hours per endorsement
8. Educational Research and Publication	• Verification of research and publication by recognizable and credible organization, or verification of acceptance of the thesis by an academic advisor in the case of degree-related research	• Limited to 45 hours per endorsement
9. National Board for Professional Teaching Standards (NBPTS) Certification	• Letter from the Vermont National Board Certification Coordinator verifying submission of the portfolio, or a copy of the National Board Certificate earned	• A NBPTS portfolio may be submitted in lieu of a relicensure hours only once for each comparable endorsement unless the educator also completes the certificate renewal process. (Please contact the Agency of Education or L/RSB for an updated list of the comparable endorsements.)
10. Industry credentials (e.g., Emergency Medical Technician) or Commercial Driver's License (CDL) add-ons	• Official documentation of passage of the examination or receipt of the first CD	• Limited to 45 hours per endorsement • Limited to first issuance of credential or CDL
11. Peace Corps/AmeriCorps Experience	• Verification by the organization director (or equivalent) of participant's role and number of months of participation	• Limited to 45 hours per endorsement
12. School-Business/Industry or School-Community Partnership Initiatives	• Brief description of goals and outcome of activity/project • Verification by project organizer of - participant's role - number of contact hours	• Limited to 45 hours per endorsement
13. Participation in Mentoring Program as a Mentor or a Mentee of Education Professionals.	• Brief description of outcomes from mentoring program • Verification by mentor of participant's role accompanied by number of hours • Verification by the school principal of assignment to this role of mentor, number of mentees mentored, and total number of mentor training and contact hours involved	• Maximum of 45 hours may be awarded for participation in a Mentoring Program as a Mentor or Mentee

This revised draft approved by the VSBPE on 1/14/15.