

## When Should I Begin and Complete My Requirements for Professional Certification? ©Anne Walker

Registration: ProTeach –www.proteach.com      National Boards: www.nbpts.org

Residency Certificate Nonrenewal Date – Final/ all renewals used	<b>Register</b> with ProTeach	<b>Submit</b> ProTeach Portfolio	<b>Receive</b> ProTeach Results		<b>Register</b> with National Board	<b>Complete</b> NB Portfolio & Assessment Center	<b>Receive</b> National Board Results
<b>ProTeach</b> pathway to meet Pro Cert Requirements					<b>National Board</b> pathway to meet Pro Cert. Requirements		
<b>2012</b>	5/1/11 - 10/31/11 ** late reg.	ONLY Chance – January 31, 2012	ONLY Chance – March 28, 2012				ONLY Chance - December 2011
<b>2013</b>	11/16/11 - 4/15/12 Or 5/1/12- 10/31/12 **late reg.	Optimally June 28, 2012  LAST Chance January 31, 2013	Optimally August 23, 2012  LAST Chance March 28, 2013		Optimally March-June 2010  LAST Chance December 2010	Portfolio March 31, 2011 Assessment Center June 15, 2011  Portfolio March 31, 2012 Assessment Center June 15, 2012	Optimally December 2011  LAST Chance December 2012***
<b>2014</b>	5/1/12 – 10/31/12 Or 11/16/12- 4/15/13 **late reg.	Optimally June 28, 2012  Next best June 28, 2013  LAST Chance January 31, 2014	Optimally August 23, 2012  Next best August 23, 2013  LAST Chance March 28, 2014		Optimally March-June 2011  LAST Chance December 2012	Portfolio March 31, 2012 Assessment Center June 15, 2012  Portfolio March 31, 2013 Assessment Center June 15, 2013	Optimally December 2012  LAST Chance December 2013
	<p><b>ProTeach</b> submission dates are Jan. 31<sup>st</sup> or June 28<sup>th</sup> Results come out in March or August. Teachers need to receive results of passing the ProTeach requirements <u>before</u> their certificate expires. If a teacher does not pass &amp; all renewals have been used, licensure expires + 5yr penalty before teaching again. <b>Optimally</b>, a teacher should apply for ProTeach at least 2 yrs before their certificate expires. This allows time to try again to meet the requirements. <b>LAST chance</b> is to receive results of passing by March of the yr. the certificate expires.</p>				<p><b>National Board</b> submission deadline for portfolio is March 31<sup>st</sup> &amp; Assessment Center is June 15.<sup>th</sup> Results come out in Dec. <b>Optimally</b>, teachers should plan to complete NB at least 2 years before Residency expiration. <b>Last Chance</b> is to receive NB results by Dec. of <u>the year before</u> Residency certification expires, BUT if the teacher waits until the "<b>last chance window</b>," (s)he will need to also register for ProTeach by 10/31 or 11/16 to meet the Jan. 31<sup>st</sup> submission deadline (This is "back-up" if they do not certify with NB.) Since refunds for ProTeach are only available during the registration window, candidates who pass NB will earn Professional Certification but will not be eligible for a ProTeach refund.</p>		

\*\* See ProTeach Assessment Calendar for all Late Registration Options ("Late" = 15 days following regular registration window + late fee \$125)