

**Application
Renew an existing CTE credential**

Please be sure to complete every section of this application before submitting it to your college credentialing officer.

S Number	Last Name	First Name	Middle Initial	Previous/Maiden Name

Birth day	Mailing Address, City, State, Zip Code	Phone number

E-Mail Address

Program name	Credential name	Select one	
		Full Time	Part Time

Renewal requirements: List coursework, workshops/seminar time, and/or work experience completed for your credential renewal requirements (specific requirements are listed on your current credential). Attach a copy of recent official transcripts, evidence of hours spent in workshops/seminars (15 hours in a workshop/seminar = 1 credit hour), or occupational experience verification forms (40 hours of occupational experience = 1 credit hour) as applicable. Experience(s) submitted must be related to the credential area and must have been completed since your current credential was issued.

Type of training (be sure to attach appropriate documentation)	Dates Attended

Supervisor signature: I hereby certify that this instructor has satisfactorily performed under my supervision and I recommend that they continue to hold a CTE credential in this area.

Date	Supervisor/Department Chair Signature

Applicant signature: I hereby certify that all information presented in this application is correct and complete to the best of my knowledge. I recognize and accept that my Career and Technical Education Credential may be revoked if any of the given information or statements are false.

Date	Applicant Signature