



Grand Valley State University, 150 Student Services Bldg, Allendale, MI 49401
PH: 616-331-2025/FX: 616-331-2000

Type of certificate for which you are applying (please check one):

- First Renewal
Second Renewal
18-Hour Professional
Additional Endorsements (not already earned):

The state Board of Education requires the following information in order to process your application. Please complete and return this form promptly.

Name Last First Middle Date of Birth

Address Number Street City State Zip Phone

Type of Certificate held: Elementary Secondary Date Issued:
Are you a citizen of the United States? Social Security Number:

CONVICTION/REVOCATION INFORMATION (If you answer "yes" to any of the following questions, please provide a detailed description of the circumstances surrounding the conviction or action and attach copies of court documents.)

Table with 2 columns: Question and Yes/No checkboxes. Questions include: Have you ever been convicted of a misdemeanor or felony? Have you had a teaching certificate suspended or revoked? Is there currently action pending against your teaching certificate? Have you ever surrendered a teaching certificate?

Predominant ethnic background (to be used for statistical purposes only). Please check one:
Hispanic Asian or Pacific Islander American Indian or Alaskan native Black, not of Hispanic Origin
White, not of Hispanic origin

LIST THREE YEARS TEACHING EXPERIENCE (required only if applying for Professional Certification)

Table with 2 columns: Name/Location of School and Number of Months Taught. Includes three blank rows for data entry.

A total of three years of teaching experience within the validity of your Provisional Certificate is required for Professional Certification. If you are applying for a Professional Certificate, you must file an "Experience Report from Employing Official" from the school(s) superintendent or principal under whom you taught. Please have the report(s) completed and returned to us as soon as possible.

Note: Experience reports are not required for First Renewals, Second Renewals, or Additional Endorsements.

LIST ALL COLLEGES ATTENDED

Table with 2 columns: Name of College(s) and Degree(s) earned. Includes three blank rows for data entry.

I have authorized my college or university to recommend me for a teaching certificate and/or additional endorsement. I understand that I will be charged a fee for my certificate, in accordance with Public Act 339 of 1988, and will be billed by the State Department of Education for the amount owed.

I verify that the above information is accurate: Signature