

Ohio Department of Education  
Office of Certification/Licensure

LPDC VERIFICATION FORM  
FOR CERTIFICATION RENEWAL and  
TRANSITION TO LICENSURE

Return this form with completed application

Print Name of LPDC \_\_\_\_\_

Print name of applicant \_\_\_\_\_

<p><b>First</b> – Enter <b>issue date</b> from the certificate to be renewed or transitioned.</p> <p>The issue date is located in the upper right hand corner of the certificate. You can access certificate information on the Ohio Department of Education page at: <a href="http://www.ode.state.oh.us/Teaching-Profession/Teacher/Certification_Licensure/certifact.asp">http://www.ode.state.oh.us/Teaching-Profession/Teacher/Certification_Licensure/certifact.asp</a></p>	<p>_____ / _____ / _____</p>
<p><b>Step 1.</b> Enter Semester hours <b>taken since issue date</b> of the certificate to be renewed or transitioned.</p>	<p>_____</p>
<p><b>Step 2.</b> Enter quarter hours <b>taken since issue date</b> of the certificate to be renewed or transitioned.</p>	<p>_____</p>
<p><b>Step 3.</b> (a) Enter ODE approved continuing education Units (CEUs) <b>earned since issue date</b> and prior to July 1, 1998.</p> <p>Check ODE home page for approved CEUs <a href="http://www.ode.state.oh.us/">http://www.ode.state.oh.us/</a></p> <p>(b) Enter Local Professional Development Committee approved CEUs <u>earned since July 1, 1998</u> **</p>	<p>_____</p> <p>_____</p>

LPDC Verifying Signature \_\_\_\_\_ Date: \_\_\_\_\_

(This verifies that the information stated on this form is correct and that the named educator is an employee of the district(s) or school the LPDC serves).

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_