

Educator's Name

Assignment Start Date

SYMBOL KEY REQUIRED IN ALL SITUATIONS REQUIRED IN SOME SITUATIONS **C** CORE SUBJECT AREA **NC** NON-CORE SUBJECT AREA

This form is fillable when viewed with [Adobe Reader](#)

Last Updated July 2025

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Determine permit/renewal eligibility by checking off all requirements met.



	DAILY			FULL-YEAR BASIC			FULL-YEAR SHORTAGE			FULL-YEAR EXPERT	
	Extension	Emergency Extension		1st Renewal	2nd Renewal	3rd Renewal	1st Renewal	2nd Renewal	3rd Renewal	Subsequent Renewals	
DATE GRANTED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBJECT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BACKGROUND & FINGERPRINT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60 COLLEGE CREDITS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> NC	<input type="checkbox"/>
BACHELOR'S DEGREE OR HIGHER										<input type="checkbox"/> C	<input type="checkbox"/>
20 CREDITS OR MINOR OR TEST MATCHING SUBJECT			<input type="checkbox"/> C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> C	<input type="checkbox"/>
BUSINESS OR INDUSTRY LICENSE										<input type="checkbox"/> NC	<input type="checkbox"/>
EXPERTISE										<input type="checkbox"/>	<input type="checkbox"/>
5 YEARS' WORK EXPERIENCE										<input type="checkbox"/>	<input type="checkbox"/>
PROFESSIONAL CERTIFICATE OR HIGHER							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MENTOR ASSIGNED	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
PROGRAM ENROLLMENT				<input type="checkbox"/>							
PROGRESS IN PROGRAM					<input type="checkbox"/>	<input type="checkbox"/>					
INDIVIDUALIZED DEVELOPMENT PLAN				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

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Apply if all are checked. But mind term and FTE limits!

TERM LIMIT	90 consecutive calendar days	One academic year	One academic year	One academic year
FTE LIMIT	1.0 FTE	1.0 FTE	0.5 FTE	0.5 FTE