

RENEWING YOUR PROFESSIONAL LICENSE

In order to remain eligible for employment, all educators currently employed under a professional license that has an expiration date on or before June 30, 2014, must renew this professional license before the expiration date. Educators may renew online through ELAR or download a renewal application at www.doe.mass.edu/recert.

DESE has established guidelines for educators seeking to renew their professional (standard) license every five years. These guidelines identify the needs to an Individual Professional Development Plan (IPDP), the number of professional development points (PDPs) required based on when the initial license was issued, and professional development options and activities through which one can earn PDPs. This information is available at www.doe.mass.edu/recert/2000guidelines/ and attached below.

[Professional License Renewal Appendix A](#) – IPDP guidelines and required professional development points

[Professional License Renewal Appendix B](#)- Examples

[Professional License Renewal Section II](#)-PD Options and activities with PDP assignment

Once you have renewed your license, please print an unofficial copy of the license and send it to Personnel for inclusion in your Personnel File.