

## LICENSURE REQUEST TYPES: QUICK REFERENCE GUIDE

Licensure Request Type	School System	Individual
Add Area by Program Completion		X
Add Area by Test or 24 Sem. Hrs.		X
* Add Experience		X
Add National Board Certification		X
Add Non-Core Provisionally	X	
Clear Alternative License	X	X
Convert to CTE	X	
Convert to LAT	X	
Delete Licensure Area		X
Education Record Correction		X
Extend Provisional License Area	X	X
Extend SP1	X	
Graduate Salary Request	X	
Name Change		X
New Application: CTE (aka: Initial Alternative)	X	
New Application: Emergency Permit (aka: Initial Alternative) (for non-core academic areas only)	X	
New Application: In-State Graduate of Teacher Education program		X
New Application: Lateral Entry (aka Initial Alternative)	X	
New Application: Out-of -State		X
New Application: Provisional (aka: Initial Alternative) (examples: school counselor, school social worker, etc.)	X	
Recommend SP1 to SP2	X	
Request Copy of Files/Test Scores		X
Research Experience		X
SP1 Non-Recommendation	X	
Update Contact Information		X
Update Work Authorization		X
Validate an Expired SP2 License	X	
Verification of NC License		X