| Return to Licensure Application | **Mail with a $35 fee to**:<br>Teaching and Learning - Licensing<br>Attn: Brandie Schulz<br>250 East 500 South<br>P.O. Box 144200<br>Salt Lake City, UT 84114-4200 |
|---|---|

In accordance with Utah State Board of Education R277-502-6 an educator who has been out of the teaching field with an expired license may renew their license upon satisfactory completion of a successful **background check** and **ethics review**, passing of required Board approved **exam(s) (**where applicable**)**, **employmen**t by a district/charter school as indicated by an assignment in the data base, **successful evaluations** by supervisor and completion of a **professional development plan**. Please complete all boxes on this form, attach the required fee and **mail or deliver within 30 days of hire** to the name and address listed in the upper right hand corner.

| **Applicant's Name:** | |
|---|---|
| **Mailing Address:** | **E-mail:** |
| **Daytime Phone:** | **SS# or CACTUS ID#:** |
| **Total Years of Previous Teaching Experience:** | **Circle Level of Expired License:**<br>**1 2 3** |
| **Name of Current District & School or Charter:** | **Current Assignment:** |

**This application will be returned to you if you have not done the fingerprint background check and Ethics Review or your assignment is not posted on CACTUS.**

**Professional Development Plan**

**Outline the desired knowledge, skills and dispositions** the returning educator will be developing. **Include the process (how) and content (what)** of the professional development. This plan must be based on the current knowledge and skill level of the educator as well as school and district based student achievement goals.

Principal/Director

School

Date

For USOE use only

Application Complete: ☐ YES ☐ NO