

APPLICATION FOR ENDORSEMENT *OR* ENDORSEMENT PLAN (SAEP) Business Core Endorsement

This endorsement *ONLY* attaches to Level 2 Secondary *AND* CTE Licenses
Credits Required: 24 semester (36 quarter)
Original transcripts must be attached to verify applicable course work

Last Name	First Name	Middle Name	Date	SS # or CACTUS ID #
Home Address			City	State
Email Address			Zip	Work Phone
				Home Phone

Current Teaching/License Status

Not Teaching **OR** Teaching at: (School) _____ (District) _____

Educator License(s) held: Secondary Education Career & Technical

Check one

I am requesting the Business Core endorsement. 24 credits have been completed and the appropriate documentation is attached. An endorsement evaluation fee of **\$45.00** is enclosed.

I am requesting a State Approved Endorsement Plan (SAEP) for the Business Core endorsement. Course requirements will be completed within the time frame identified in the plan. An endorsement evaluation fee of **\$45.00** is enclosed.

This endorsement authorizes the instructor to teach the following approved business courses:
**Accounting, Administrative Procedures, Banking and Finance, Business Communication,
 Business Law, Business Management, Business Math, Economics, Entrepreneurship,
 General Financial Literacy, and Leadership Principles**

Course Information (minimum grade of C required)		Credits	Year	Institution	Grade	Course #	Credits
REQUIRED	Accounting	3					
	Business Law	3					
	Business / Technical Writing	3					
	Finance	3					
	Macro, Global or International Economics	3					
	Management	3					
	Marketing	3					
	Microeconomics	3					
Total Credits Required		24	Total Credits				

Signature of Applicant	Date
X	

Submit completed application and official transcripts or other documentation to: Stephanie Ferris, USOE Educator Licensing, 250 East 500 South, PO Box 144200, Salt Lake City, UT 84114-4200, Phone: (801) 538-7752
\$45.00 endorsement fee or \$45.00 SAEP fee and original transcripts must be included with this application.

----- **Information below to be completed by USOE personnel** -----

Endorsement Recommended	SAEP Approved for _____ years <input type="checkbox"/> SAEP not approved
	Completed credits: _____ Credits needed: _____
Business Core	CTE Specialist Signature _____ Date _____
	Endorsement Awarded
	CTE Specialist Signature _____