

APPLICATION FOR ENDORSEMENT OR ENDORSEMENT PLAN (SAEP)

A+ Computer Repair Endorsement

This endorsement only attaches to Secondary Licenses, CTE Licenses or CTE/APP Licenses
Official documentation must be attached to verify applicable course work and requirements

Last Name	First Name	Middle Name	Date	SSN or CACTUS ID #
Home Address			City	State
Email Address			Zip	Work Phone
Current Teaching/License Status				Home Phone
<input type="checkbox"/> Not Teaching OR Teaching at: (School) _____ (District) _____				
Educator License(s) held: <input type="checkbox"/> Secondary Education <input type="checkbox"/> Career & Technical <input type="checkbox"/> CTE/APP				
Background check: <input type="checkbox"/> Yes <input type="checkbox"/> No (Do NOT submit application until background check is complete)				
Check only one	<input type="checkbox"/> I am requesting the A+ Computer Repair endorsement. All course work and requirements have been completed and the appropriate documentation is attached. An endorsement evaluation fee of \$45.00 is enclosed.			
	<input type="checkbox"/> I am submitting a State Approved Endorsement Plan (SAEP) for the A+ Computer Repair endorsement. Course work and requirements will be completed within the timeframe identified in the plan (one year). An endorsement evaluation fee of \$45.00 is enclosed.			

This endorsement authorizes the instructor to teach the following approved Information Technology course:
A+ Computer Repair

Course Work			
Required	Verification of 40 hours of a computer repair workshop, 3.0 credits for a computer repair class, or 2 years of computer repair work experience. (minimum requirement for SAEP)		Date Completed
	Verification of or plan for passing scores on two CompTIA A+ exams with one being the Essentials exam.	Date to be Completed	Date Completed
	Portfolio of one original unit of instruction that could be used in teaching an A+ Computer Repair class (include standards and objectives, presentations, handouts, activities, labs, rubrics, quizzes, tests, projects, etc.)	Date to be Completed	Date Completed

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 must be included with this application

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

Endorsement Recommended	A+ Computer Repair	SAEP Approved for one year
		CTE Specialist Signature _____ Date _____
		Endorsement Awarded
		CTE Specialist Signature _____ Date _____