

Return to Licensure Application Part 1 of 2	Mail application to: USBE - Licensing 250 East 500 South P.O. Box 144200 Salt Lake City, UT 84114-4200	USBE USE: Ethics <input type="checkbox"/> Within 30 days <input type="checkbox"/> Background Check <input type="checkbox"/> Expired 1/+ Year <input type="checkbox"/> Posted Assignment <input type="checkbox"/>
--	---	--

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 of one year or more, may renew their license upon satisfactory completion of a successful **background check, ethics review**, passing of required Board-approved **exam(s)** (where applicable), obtain **employment** by a Utah local education agency (LEA) as indicated by an assignment in CACTUS, **successful evaluations** by a supervisor, and completion of a **professional learning plan**. Please complete all boxes and submit within 30 days of hire to the above address.

Applicant's Name:	CACTUS ID#:
E-mail:	
Total Years of Previous Teaching Experience in Utah:	Expired Utah License Level, check one: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
Name of local education agency (LEA):	
Assignment:	First Day of Work:

Professional Learning Plan

Outline the desired knowledge, skills, and dispositions the returning educator will be developing. **Include the process (how) and content (what)** of the professional learning plan. This plan must be based on the current knowledge and skill level of the educator as well as LEA-based student achievement goals. Please retain a copy of this plan (application) for your records. A separate paper for writing the plan may be used and attached to this application.

School Administrator's Signature

School

Print Name

CACTUS #, if applicable

LEA

Phone Number

Email

Date