

**APPLICATION FOR
ADULT EDUCATION
CTE-APP LICENSE/ENDORSEMENT**

**This license/endorsement is for individuals holding a post-secondary degree seeking employment solely in Adult Education
Documentation must be attached to verify applicable course work and requirements**

Last Name	First Name	Middle Name	Date	CACTUS ID # or SSN#
Home Address			City	State
E-mail Address			Zip	Work Phone
				Home Phone
I am seeking employment with: (School/Adult Education Program) _____ (District) _____ Post-Secondary Degree(s) held: _____				

Education If additional space is needed, please attach a separate sheet of paper. Transcripts must be attached to verify degree.

Name of School	From		To		Graduation Year	Degree	Major/Minor/Composite
	Mo.	Yr.	Mo.	Yr.			

References Teaching and/or Employment

Name	Address	Position	Phone Number

Pre-Requisites
<p>1. Person seeking an Adult Education CTE-APP License/Endorsement is responsible to obtain a position in a <i>Northwest-accredited</i> adult education program.</p> <p>2. Provide proof of post-secondary completion (i.e., OFFICIAL college transcript detailing classes as well as a statement of date and degree awarded).</p> <p>3. Submit the Adult Education CTE-APP License/Endorsement Application for approval to the USOE state coordinator of Adult Education Services with applicable licensing fee.</p>

Signature of Applicant	Date
X	

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

License Recommended:	<input type="checkbox"/> Level 1 CTE/APP <input type="checkbox"/> Level 1 CTE <input type="checkbox"/> Level 2 CTE
Approved for Adult Education Endorsement:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Signature of State Adult Education Coordinator	
Signature	Date:
Submit completed application, official transcripts or other documentation and a check to: Stephanie Ferris, USOE Educator Quality and Licensing, 250 East 500 South P.O. Box 144200 Salt Lake City, UT 84114-4200 Phone: 801-538-7752 License fee: \$40.00 Payable to Educator Quality and Licensing.	

Adult Education CTE-APP License/Endorsement is authorized under Utah State Board Rule R277-518 Career and Technical Education Licenses and is issued for employment solely in Adult Education.