

Residency Certification Process

Certification Requirements include

- Degree program completed
- Certification program completed
- PPA, PGP
- Institutional Application for a Teacher's Certificate, completed and on file
- Payment of \$68 state fee (pay to PLU cashier, bring completed application and PLU receipt to SOE office)
- Character and Fitness Supplement completed and on file (any "yes" answers reviewed and cleared by state Office of Professional Practices)
- Current fingerprint clearance in the OSPI database
- Applicant at least 18 years old
- WEST-E and other evidence of competency met for each endorsement area

After certification requirements have been met, we will issue a Temporary Teaching Permit as follows:

- Most **undergrads** who will be graduating at the conclusion of their student teaching terms, will receive a Temporary Permit after successful portfolio presentation. Those who have degree or program requirements to complete after portfolio presentation will receive a temp cert when they have completed requirements.
- **Grad students** generally receive a Temporary Permit after successful completion of the thesis/inquiry project.

About the Temporary Certificate

- Intended and recognized as the equivalent to a Washington Residency Certificate.
- Allows the candidate to accept employment as a certificated teacher, either under contract or as a substitute while the "official" certificate is being processed.
- Expires in 180 days (6 months)

About the Residency Certificate 1st Issue

- PLU's Certification Administrator will request your teaching certificate on your behalf, verifying that you have completed all requirements.
- The state processes our request, and mails the certification documents to the university.
- We forward the original to the candidate (NOTE: Make sure we have a current mailing address for you so that your certificate will reach you.)

Note about the Residency Certificate 1st Issue expiration

When the Residency Certificate is first issued, it will not have an expiration date. After you have completed two years as a contracted teacher in the same district, and have signed a contract for a third year, your certificate will be reissued with an expiration date that is five years from that point. Then, within that five-year time frame, you will need to complete a Professional Certification program, after which you will receive a Professional Teaching Certificate.

If you do not complete the two years of contracted employment, your certificate will not expire (for example, if you're teaching out of state or in another country; working as a substitute; you move to another Washington district within the 2 years, or you're not employed as a teacher).