

ACADEMIC PATHWAY TO TEACHING (APT) UPGRADE APPLICATION

FROM A LEVE 1-APT LICENSE TO A STANDARD LEVEL 2 EDUCATOR LICENSE

USBELicensing • 250 East 500 South • P.O. Box 144200 • Salt Lake City, Utah 84114-4200

Please submit application prior to license expiring. Faxed/emailed copies are unacceptable

Applicant Information:

Full Name:	CACTUS ID#:
Email Address:	Phone Number:

Verification of E.Y.E. Requirements: Superintendent or Human Resources Director, **please initial** each E.Y.E. requirement in the right-hand box below, including the additional requirement, completed during the last three years as a licensed educator*:

Worked with a trained mentor and worked as a licensed educator for three academic years.	
Achieved a score of 160 or higher on the Praxis II - Principles of Learning and Teaching Test in the area of educational preparation and assignment; #5621, #5622, #5623, or #5624.	
Successfully completed a professional portfolio.	
Completed performance evaluations two times per year under the LEA (local education agency) evaluation system with a satisfactory final evaluation.	
USBELCleared Background check. All Level 1 educators must have a USBELCleared background check prior to final approval from the employing LEA.	
Ethics Review. All Level 1 educators must complete the Ethics Review within one calendar year of upgrade prior to final approval from the employing LEA.	
Completed any additional LEA requirements, if necessary.	
Youth Suicide Prevention. All Level 1 educators must complete two hours of LEA-sponsored training within the license cycle prior to final approval from the employing LEA.	
Completed LEA-approved Teacher Training/Mentor Plan, please include a one-page summary.	
Teacher Leader Mentor recommendation letter on LEA letterhead, include with this application.	

* Information about E.Y.E. may be accessed at <http://www.schools.utah.gov/CURR/educatoreffectiveness/EYE.aspx>.

Additional Requirement:

If using prior Letters of Authorization, ARL, and/or LEA-Specific experience within your LEA towards the three-year service requirement for upgrade, please verify the following: Type of program/license: _____ Years Attended: _____	
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Signature:

The above named educator holds a Level 1-APT Educator License and has completed all LEA-approved Teacher Training/Mentor Plan and E.Y.E. requirements for upgrade to the Standard Level 2 License. I recommend him/her for the Standard Level 2 License.		
_____ Signature of Superintendent/H.R. Director	_____ Name of LEA	
_____ Print Name of Superintendent/H.R. Director	_____ CACTUS ID#, if applicable	_____ Date

USBE APPROVAL _____ Initial	_____ Date
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