

ED 170
REV. 10/25
C.G.S. 10-145
C.G.S. 10-145d

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Bureau of Educator Standards and Certification
P.O. Box 150471
Hartford, CT 06115-0471
www.ct.gov/sde/cert



GENERAL APPLICATION FOR CERTIFICATE

PART I: PERSONAL INFORMATION (Print all information in blue ink and in uppercase letters.)

LAST NAME

FIRST NAME

MI

GENDER

- -
SOCIAL SECURITY NUMBER

- - -
BIRTH DATE (Month-Day-Year) - **Required**

ADDRESS (Street ONLY no **P.O. Box**)

Apt. #

(City)

(State)

-
(Zip Code)

FORMER LAST NAME(S) **Required**

PHONE

(Home/Cell)

(Work)

Race/Ethnicity
(Required)
1. Native American
2. Asian/Pacific Islander
3. Black
4. White
5. Hispanic

E-MAIL ADDRESS _____

- | | | |
|---|-----|----|
| 1. Have you ever been convicted of any crime, excluding minor traffic violations? | YES | NO |
| 2. Have you been dismissed for cause from any position? | YES | NO |
| 3. Have you ever surrendered a professional certificate, license, permit or other credential (including, but not limited to, an education credential); had one revoked, suspended, annulled, invalidated, rejected or denied for cause; or been the subject of any other adverse or disciplinary credential action? | YES | NO |

Pursuant to Connecticut General Statutes Section 10-232d, the State Board of Education must submit, periodically, a database of applicants for an initial issuance of a certificate, authorization or permit to the State Police Bureau of Investigation for a criminal history record check. Each applicant seeking an initial issuance or renewal of a certificate, authorization or permit must also submit to a records check of the Department of Children and Families' child abuse and neglect registry established pursuant to Connecticut General Statutes Section 17a-101k. In addition, the State Board of Education is required to submit periodically for criminal history records check the database of all persons who hold any certificate, authorization or permit.

NOTE: If you answer "YES" to any of the above questions, you must attach a signed statement of explanation. If there are multiple incidents within each question, you must list and explain each separately. Submit **official** copies of court or administrative record(s), including disposition of each use.

PART II: LIST CERTIFICATION ENDORSEMENTS REQUESTED (See enclosed code list.)

ENDORSEMENT #1 ENDORSEMENT #2 ENDORSEMENT #3 ENDORSEMENT #4

Check box if bilingual endorsement is sought for above discipline(s).

If requesting endorsement 090, 098, please indicate the specific occupational/vocational area (e.g., carpentry)

PART III: EDUCATIONAL BACKGROUND

LIST THE NAMES OF COLLEGES OR UNIVERSITIES ATTENDED

Name of Institution	State	Major Field of Study	Year of Graduation	College Credit or Degree Awarded
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PART IV: LIST TEACHING, ADMINISTRATIVE OR SPECIAL SERVICE EXPERIENCE

Please provide your education and work (within the last ten years) history, starting with your most recent position. Do not include student teaching, substitute or paraprofessional experience. Attach an additional sheet of paper, if needed.

NAME OF SCHOOL	LOCATION (City, State)	JOB TITLE	SUBJECT/FIELD	GRADE(S)	DATES EMPLOYED FROM (M/Y) TO (M/Y)	

PART V: DO YOU HOLD/HAVE YOU HELD AN OUT-OF-STATE CERTIFICATE? YES NO

_____ (specify state and type of certificate)

(Attach a copy of both sides of out-of-state certificates, covering any of the experiences listed above that are within the last 10 years.)

PART VII: APPLICANT ATTESTATION

I certify that the information provided by me on this application and any accompanying documents contains no material misrepresentations, falsifications or omissions and that all of the information given by me is true, complete and accurate. I understand that all application and accompanying information may be verified and that any material misrepresentation, falsification or omission may result in the denial or revocation of my certificate(s), permit(s) or authorization(s).

ORIGINAL SIGNATURE OF APPLICANT:

DATE:

Information on this application is subject to disclosure pursuant to the Freedom of Information Act.

CONNECTICUT ENDORSEMENT CODES

Teaching Endorsements

010	Business, 4–12
015	English, 4–12
018	French, 4–12
019	German, 4–12
020	Italian, 4–12
021	Latin, 4–12
022	Russian, 4–12
023	Spanish, 4–12
024	Other World Language, 4–12
026	History & Social Studies, 4–12
029	Mathematics, 4–12
030	Biology, 4–12
031	Chemistry, 4–12
032	Physics, 4–12
033	Earth Science, 4–12
034	General Science, 4–12
035	Driver Education
040	Agriculture, Pre-K–12
041	Vocational Agriculture, 4–12
042	Art, PK–12
043	Health, PK–12
044	Physical Education, PK–12
045	Home Economics, PK–12
047	Technology Education, PK–12
049	Music, PK–12
055	Partially Sighted, PK–12
057	Deaf and Hard of Hearing, PK–12
059	Blind, PK–12
062	School Library Media Specialist

072	School Nurse-Teacher
073	School Dental Hygienist-Teacher
089	Marketing Education, 4–12
101	World Language Instructor, Elementary
102	Remedial Reading & Remedial Language Arts, 1–12
104	Cooperative Work Education/Diversified Occupations
110	Unique Subject-Area
111	Teaching English to Speakers of Other Languages (TESOL), PK–12
112	Integrated Early Childhood/Special Ed., Birth – Kindergarten
113	Integrated Early Childhood/Special Ed., Nursery -K–Elem. 1–3
165	Comprehensive Special Education, K–12
215	English, Middle School
226	History & Social Studies, Middle School
229	Mathematics, Middle School
230	Biology, Middle School
231	Chemistry, Middle School
232	Physics, Middle School
233	Earth Science, Middle School
234	General Science, Middle School
235	Integrated Science, Middle School
305	Elementary, PK–6
317	Portuguese, 4–12
318	Mandarin Chinese, 4–12
483	Dance, Pre-K–12
485	Theatre and Drama, Pre-K–12
511	Montessori, Elementary, 1–6
512	Montessori, Primary, Birth to Kindergarten
826	Vocational Department Head: Trade Technology

Administrative Endorsements

085	School Business Administrator
092	Intermediate Administration or Supervision
093	Superintendent of Schools
097	Reading and Language Arts Consultant
105	Department Chairperson

Adult Education Endorsements

088	Non-English Speaking Adults
106	High School Credit Diploma Program
107	External Diploma Program/Noncredit Mandated Programs

Special Services Endorsements

061	Speech and Language Pathologist
068	School Counselor
070	School Psychologist
071	School Social Worker
268	School Marriage & Family Therapist

Vocational Endorsements

082	Vocational Technical Administrator
090	Occupational Subject, Vocational Technical Schools
091	Trade-Related Subjects, Vocational Technical Schools
098	Trade & Industrial Occupations – Comprehensive High School
103	Health Occupations – Comprehensive High School
108	Practical Nurse Education Instruction
109	Health Occupations – Vocational Technical Schools

****Certification Codes No Longer Issued. These codes may only be renewed by current endorsement holders****

001	Pre-K–Grade 8
002	Pre-K–Grade 6
003	Pre-K–Grade 3
004	Grades 1–8
005	Elementary Education, 1–6
006	Middle Grades, 4–8
007	Academic Subjects
008	Pre-K and Kindergarten
009	Bilingual, PK–12
011	Licensed Practical Nurse
013	Elementary, K–6
016	English, 7–9
017	Speech, 7–12
025	History, 7–12
027	Social Studies, 7–12
028	History & Social Studies, 7–9
036	Core Curriculum
037	Psychology, 7–12
038	Sociology, 7–12
039	Secondary Subject
046	Vocational Home Economics, PK–12
048	Librarian, 7–12
050	Special Subject
051	Mentally Handicapped 1–12
052	Mentally Handicapped 7–12

053	Physically Handicapped, 1–12
054	Physically Handicapped, 7–12
056	Partially Sighted, 7–12
058	Deaf, 7–12
060	Blind, 7–12
063	Special Teacher of Reading, 1–8
064	Special Teacher of Reading, 7–12
065	Comprehensive Special Education, PK–12
066	Guidance Counselor – Elementary
067	Guidance Counselor – Secondary
069	Psychological Examiner
074	Elementary Principal
075	General Supervisor – Elementary
076	Secondary Principal
077	General Supervisor – Secondary
078	Principal – Combined School
079	Special Supervisor
080	Administrative Assistant
081	Superintendent of Schools
083	Special Administrative
086	Director of Adult Education (Full Time)
087	Director of Adult Education (Part Time)
094	Adult Education
095	Education Supervisor (State Department) 096
265	Comprehensive Special Education, 1–12

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INSTRUCTIONS FOR GENERAL APPLICATION FOR CERTIFICATION

Use this form for all requests EXCEPT:

- renewal of a Connecticut Professional Educator Certificate (please use Form ED 179); or
- renewal of an Initial Educator Certificate (please use Form ED 183).

A. For First-Time Applicants (Initial Educator Certificate):

- complete and sign application;
- submit official transcript(s) via U.S. mail; e-transcripts must be submitted directly by the college(s)/university to: teacher.etranscript@ct.gov;
- submit ED-125 Statement of Preparing Higher Education Institution; and/or
- submit ED-126 Statement of Professional Experience and copy of out-of-state certificate/license for applicants with prior teaching experience.

B. For Advancement to a Professional Educator Certificate:

- complete and sign application;
- submit payment of \$375 in the form of a money order, cashier's check, or certified bank check payable to "Treasurer, State of Connecticut," or payment may be made online via credit card. Personal checks are not accepted;
- submit official transcript(s) via U.S. mail verifying additional required coursework; e-transcripts must be submitted directly by the college(s)/university to teacher.etranscript@ct.gov; and
- submit ED-126 Statement of Professional Experience verifying 50 months of successful service in a Connecticut public school or approved nonpublic school, under an Initial and/or Provisional Certificate.

C. Cross Endorsement if You Hold a Connecticut Teacher Certificate:

- complete and sign application;
- submit payment of \$100 (per endorsement) in the form of a money order, cashier's check, or certified bank check payable to "Treasurer, State of Connecticut," or payment may be made online via credit card. Personal checks are not accepted;
- submit official transcript(s) for coursework applicable to endorsement sought; and
- verify successful completion of applicable testing requirements.

D. For Advancement of an Adult Education Certificate to the Professional Level:

- complete and sign application;
- submit payment of \$100 in the form of a money order, cashier's check, or certified bank check payable to "Treasurer, State of Connecticut," or payment may be made online via credit card. Personal checks are not accepted;
- submit official transcript(s) via U.S. mail; e-transcripts must be submitted directly by the college(s) to teacher.etranscript@ct.gov; and
- submit ED-126 Statement of Professional Experience verifying 50 months of successful service teaching adult education in a Connecticut public school, under an Initial and/or Provisional Certificate.

NOTES:

- The Bureau of Educator Standards and Certification will notify you by e-mail if additional credentials are required. Ensure you have provided a current, accurate e-mail address.
- Retain a photocopy of all application materials for your records.

How to contact the Bureau of Educator Standards and Certification:

E-mail: teacher.cert@ct.gov
Website: www.ct.gov/sde/cert
Fax: 860-713-7017

Phone: 860-713-6969 Monday and Thursday between 12-2 p.m. at all other times 24-hour automated phone system
(To speak with a staff member anytime during the greeting, press zero **two times**.)