



Professional Certification Renewal Requirements

Administrators with a Professional Certificate:

Administrators with a Professional certificate have always been required to complete four PGPs during the five-year validity of their certificate.

- Completion of four annual PGPs during the five-year validity of a certificate meets renewal requirements for "Professional" level certificate. "Continuing" level certificates can also use the PGPs to renew their certificate providing more options for specialty areas.
- An educator may choose to apply the growth activities associated with their focused evaluation toward the PGP for Certification Renewal requirements.
- PGPs provide more options for your content area and are not restricted to Washington State Approved Providers.
- One PGP can equate to thirty (30) clock-hours.

Teachers, School Counselors, and School Psychologists with a Professional Teacher certificate:

Teachers, School Counselors and School Psychologists with a Professional certificate *issued after September 1, 2014*, must complete four annual PGPs during the five-year validity of a certificate. The four annual PGPs meet the renewal requirements for "Professional" level certificate. Each completed PGP equates to thirty (30) clock-hours.

- [WAC 181-79A-251](#)
- This is the biggest change / difference for certification renewal
- Or, by possession of a valid certificate issued by National Board for Professional Teaching Standards, or the National Association of School Psychologists

Teachers, School Counselors and School Psychologists with a Professional certificate *issued prior to September 1, 2014* for there are four options for renewing the certificate. [WAC 181-79A-251](#). These options have been in place and signify no change or difference to renewal.

- Continue to use 150 clock hours or equivalent college credit for renewal.
- Or, renew by completing four annual PGPs during the five-year validity date of the certificate
- Or, renew by combining completed annual PGPs with clock hours for a total of 150 hours. 3 PGPs + 60 clock hours = 150 clock hours.
- Or, by possession of a valid certificate issued by National Board for Professional Teaching Standards, or the National Association of School Psychologists

Professional Growth Plan (PGP) Templates

<http://program.pesb.wa.gov/professional-growth-plan-ppg-t#TOC-Certification-Renewal-Requirements>

- [Form 1697 PGP for Certification Renewal](#) -- to be used by all certified educators renewing a certificate via professional growth plans. An individual holding multiple certificates does not need to complete separate PGPs for each certificate held. One PGP counts towards renewal requirements for all certificates held.
- [Form 1698 PGP for Program Completion](#) -- to be used by candidates for program completion requirements whether at the Residency or the ProCert program level. This form is similar to the template used for certification renewal so that candidates will be familiar with it upon entering the educator workforce.
- [Form 1128-8-ER Annual PGP Verification](#) -- to be used to verify completion of annual professional growth plans to document continuing education credit hours (clock hours) and PGP equivalency. This verification form may be used by school districts to determine eligibility for application to the salary schedule.