Brunswick School Department

Professional Renewal Plan and Documentation Form (PRP)

Name: _____ **School:**_____

Position: _____ **Date:**_____

Endorsements: _____ **Expiration Date:**_____

Please list the activities and their equivalent credits you will complete within your endorsement and instructional improvement areas to renew your certification. Submit it to the certification committee after the completion of each part and keep one copy.

Plan:

(attach sheet if additional room is needed)

Upon completion, please attach copies of all pertinent documentation and include your (signed) blue form from the state.

Documentation	Clock Hours	CEU's (Clock Hrs X0.1)	Recert. Credits (CEU's X0.67)	Type Documentation Attached
Example: Excel (computer) course	*45*	*4.5*	*3.0*	*Copy of certificate*
Calculus course taken at USM			*3.0*	*Copy of report card*
Member, Civil Rights Committee	*30*	*3.0*	*2.0*	*Copy of minutes*
Total Documented Recertification Hrs.				

Total Required: 90 hrs. or 9 CEU's or 6 credit hours *15 clock hours=1.5 CEU's*

Teacher Signature: _____ Date: _____

Approved: __ Certification Chairperson:_____Date:_____