

APPLICATION TO ADD PROVISIONAL LICENSURE AREA

Submit this form when a non-core area must be added to an existing license to meet in-field licensing regulations.

See reverse side for instructions.

Please print or type

last name	first name	middle name	maiden name
social security number	LEA	LEA number	
Area (s) to be added: _____ _____			Beginning date of employment in this position _____

**To the best of my knowledge and belief, this information is correct.
This individual is teaching out-of-field. As appropriate, parents are being notified.**

signature of superintendent or designee

date

email address

signature of workforce development director
(for workforce development areas only)

date

email address

Form I: Instructions

(Form I is to be used by school systems only.)

Submit Form I to request the addition of a provisional area to an existing license. Use this form to add any provisional area, **including career and technical areas**. Please note that prerequisites to provisional licensing exist for some areas (e.g., counseling and certain career-technical areas).

IMPORTANT NOTE: Effective June 30, 2006, provisional licenses are no longer issued at the elementary, middle or secondary levels in licensure areas required for teaching the core academic subjects.

To apply:

- Fill in the applicant's name and social security number along with the school unit's name and number.
- List the area or areas to be added.
- Indicate beginning date of employment in this position.
- Sign and date the request. The career-technical education director signs this form only to add a career-technical area.