

# VALIDATION REQUEST GUIDE

- ☐ Form U
- ☐ Transcripts/certificates for any credits earned within the most recent five years
- ☐ Form(s) E and/or CE verified by each former employer for any teaching experience not previously filed with the Licensure Section
- ☐ \$55 processing fee

**NOTE TO PERSONNEL ADMINISTRATORS:** *Use this form in preparing your licensure request. You need not include it with your request to the Licensure Section.*