

**SAGINAW VALLEY STATE UNIVERSITY
COLLEGE OF EDUCATION**

APPLICATION FOR CERTIFICATE ENDORSEMENT

To avoid delay in processing your application, please complete this form in full.

Please submit a photo copy of your current certificate (front only) and test results from the Michigan Test for Teacher Certification (MTTC) if applicable with this application.

PERSONAL INFORMATION

| | | | |
|---|-------------|--|------------|
| Last Name: | First Name: | Middle Initial: | SS#: |
| Address: | | | |
| City/State/Zip: | | | |
| E-Mail Address: | | | Birthdate: |
| Day Phone # (include area code): | | <input type="checkbox"/> Male (1) <input type="checkbox"/> Female (2) | |
| Alternate Phone # (include area code): | | U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Maiden or other name(s) which your records may be listed under: | | | |

- American Indian/Alaskan Native (1)
 White, Not of Hispanic Origin (2)
 Hispanic (5)
 Black, Not of Hispanic Origin (3)
 Asian/Pacific Islander (4)
 Prefer not to Answer (6)

Current certificate held: Provisional Continuing Professional Education Permanent

List the subject area(s) you are adding to your current certificate:

| | |
|----|--|
| 1. | |
| 2. | |
| 3. | |

Level of endorsement: Elementary Middle Secondary Is this a new level? Yes No

List colleges attended where credits for this endorsement were earned. If credit was earned at another college or university after admission to this endorsement program, you must submit those transcripts with this application. The transcripts must be in a sealed envelope from the college/university where credit was completed.

| NAME OF INSTITUTION | CREDITS EARNED |
|---------------------|----------------|
| | |
| | |
| | |
| | |

All official transcripts from each institution that you have attended must be in your admissions file to process this application.

What institution recommended you for your initial provisional certificate? _____

What is your highest degree earned? Bachelor's Master's Ed.S. Doctorate Other: _____

Have you ever been convicted of (or plead no contest to) a felony in Michigan or any other state or jurisdiction?
 Yes **No** If yes, attach court documents indicating the crime of which you were convicted, dates, and sentence imposed with this application.

Have you ever been convicted of (or plead no contest to) a misdemeanor in Michigan or any other state or jurisdiction? **Yes** **No** If yes, attach court documents indicating the crime of which you were convicted, dates, and sentence imposed with this application.

Do you currently have any outstanding criminal charges or warrants of arrest pending against you in Michigan or any other state or jurisdiction? **Yes** **No** If yes, attach materials indicating the charges pending with this application.

Have you ever had a teaching certificate denied, revoked, or suspended in Michigan or any other state?
 Yes **No** If yes, attach materials that provide an explanation with this application.

Has SVSU ever recommended you for a teaching certificate or an endorsement? Yes No

Public Act 339 of 1988 authorizes collection of fees for teacher certification in Michigan in accordance with the fee schedule listed below. **Do not send fee to the College of Education. The Michigan Department of Education will bill you once they process your paperwork.**

| <u>TYPE OF CERTIFICATE:</u> | <u>REQUIRED FEE:</u> |
|--|----------------------|
| Provisional Teaching Certificate | \$125.00 |
| Professional Education Certificate | \$125.00 |
| Vocational Temporary Authorization | \$125.00 |
| Full Vocational Authorization | \$125.00 |
| Occupational Education Certificate | \$125.00 |
| Additional Endorsement | \$ 50.00 |
| Renewal of Provisional Teaching Certificate | \$ 75.00 |
| Renewal of Professional Education Teaching Certificate | \$125.00 |
| Renewal of Temporary Vocational Authorization | \$ 75.00 |
| Renewal of Occupational Education Certification | \$125.00 |

Signature of Applicant _____ Date: _____

RETURN APPLICATION TO: Admissions & Certification Office
SVSU College of Education
7400 Bay Road
University Center, MI 48710
Phone: 989-964-4057 (option #3)
Fax: 989-964-4385