

SOUTH CAROLINA LIMITED PROFESSIONAL TEACHING CERTIFICATE REQUEST AND RECOMMENDATION

OFFICE OF EDUCATOR SERVICES · 849 LEARNING LANE · WEST COLUMBIA, SC 29172
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Please Print Educator's Name (Last, First, Middle, Maiden)	Educator's CID
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In order to be eligible to advance to a **Limited Professional Certificate**, an educator must

- currently hold a valid South Carolina initial teaching certificate;
- have been employed by an eligible, non-regulated educational entity in South Carolina as a teacher or a professional support specialist (e.g., library media specialist, school guidance counselor, speech-language therapist) in an area in which the educator is certified;
- have submitted to the Office of Educator Services one or more *Verification of Teaching Experience* forms to confirm that the educator has accrued a minimum total of three years of teaching experience credit over the previous seven years in one or more approved educational entities;
- have successfully completed an annual performance evaluation process that is approved by the employing educational entity; and
- be recommended for advancement for the Limited Professional Certificate by the head of the educational entity in which the educator is employed at the time the certificate is requested.

An educator who holds a valid Limited Professional Certificate and who applies for a position as a teacher or a professional support specialist in a “regulated” South Carolina public school is eligible for employment at the annual-contract level. Once employed under an annual contract, the teacher is subject to all requirements and sanctions for annual-contract teachers, as set forth in the applicable state statutes, regulations, and guidelines. Upon successful completion of the State Board of Education-approved process for evaluating teaching performance and effectiveness, the educator is eligible to move from a Limited Professional Certificate to a Professional Certificate and to be employed under a continuing contract. Additionally,

- all Limited Professional Certificates are valid for a period of five years; and
- requirements for renewing Limited Professional Certificates, including the provisions for expired certificates, are the same as those for Professional Certificates, as specified in State Board of Education Regulation 43-55 (Renewal of Credentials).

**I verify that I have met the eligibility requirements and that I understand the conditions for the
Limited Professional Certificate.**

Educator's Signature	Date
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As the head of the educational entity in which the above-named educator is employed, I verify that this educator has met all of the eligibility requirements described above, and I recommend this educator for advancement to a Limited Professional Certificate.

Head of Employing Educational Entity (Signature)	Date
Name and Title of Designated Signer	Telephone Number
Name of Employing Educational Entity	E-Mail Address