Bloomsburg UNIVERSITY

REQUEST FOR ACT 48 TEACHER CERTIFICATION CREDIT REPORTING

Office of the Registrar
150 Student Services Center

Beginning July 1, 2000, Act 48 of 1999 required persons holding Pennsylvania professional educator certification to complete continuing education requirements every five years in order to maintain their certificates as active.
What must educators do to remain in compliance with Act 48? Educators must maintain their certificates as active by earning six collegiate credits **or** six PDE-approved in-service credits **or** 180 continuing education hours **or** any combination of the above every five calendar years.
NOTE: East collegiate credit is equal to 30 continuing education hours. All credits and hours must be related to an educator's certificate type or area of assignment, unless enrolled in an administrative program or approved by the school board.

INSTRUCTIONS: Students wishing to report completion of college level credit-bearing courses to the Pennsylvania Department of Education (PDE) for Act 48 Teacher Certification should complete and sign this form and submit it to the Office of the Registrar, 150 Student Services Center, Bloomsburg University, 400 East Second Street, Bloomsburg, PA 17815. Only credit-bearing courses that have been successfully completed since January 2000 may be reported using this form; if you are currently enrolled in a course, *wait until you complete the course and it is graded to report it*. The Registrar will electronically notify PDE.

***When completing this form you MUST provide your Professional Personnel ID number; credits CANNOT be reported to the PDE using your Bloomsburg University Student ID number.**

1. Enrollment in the course and submission of this form does not indicate the course will fulfill Act 48 credit requirements. This determination is made by the student's school district/employer as to eligibility of specific college courses meeting Act 48 Requirements.
2. If a transcript is required for the school district/employer, a transcript request should be submitted to the Office of the Registrar. Transcript request forms are available at the office and online at http://departments.bloomu.edu/registrar.
3. Credits earned *prior to the CPE Period of the Educator (certification date) cannot be reported for Act 48 Credit* and will not be accepted by the PDE.

PRINT

Name: _____ |___|___|___|___|___|___|___|___|___|
First **Last** ***Professional Personnel ID Number**

Dept & Course Number	Title	Semester/Year Completed	# Credits	Grade
|___|___|-|___|___|___|	_____	_____	_____	_____
|___|___|-|___|___|___|	_____	_____	_____	_____

STUDENT'S SIGNATURE: _____ **DATE:**_____
Authorizing release of information to PDE electronically via Internet

Students may check on the PDE website https://www.perm.ed.state.pa.us/ to determine if their college credits have been reported and if the PDE has accepted them.

Please provide the following information:

Bloomsburg University Student ID #_____
This information will be used to verify the completion of courses being reported.

Phone number you may be reached at during normal business hours:
_____
This information will be used if it becomes necessary to contact you regarding this request.

For Office Use Only

Error Report:
_____
_____

Date:_____