



Renewal at a Glance

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*National Board Certification
Promotes Better Teaching,
Better Learning, Better Schools*

Choosing to Renew Your Certification

As you approach your tenth year of National Board Certification[®], you have the opportunity to renew your certification and, in doing so, your commitment to accomplished teaching. Renewing your certification validates that you have continued your professional involvement in a variety of areas in a way that is consistent with the high and rigorous standards that initial certification represents.

The renewal portfolio entry, called the Profile of Professional Growth[®] (PPG), is the vehicle by which you, as a National Board Certified Teacher[®] (NBCT[®]), articulate and examine how your teaching practices continue to align with the Five Core Propositions in your initial certificate area. You may begin as early as your first year of certification to plan for the renewal process. Starting early will help you track, prepare, and develop the eventual documentation of your professional growth experience through NBCT renewal.

The professional growth activities in which an NBCT is involved include the ongoing development of certificate-specific content knowledge, as well as pedagogical and technological skills, obtained through workshops, courses, and readings of current professional literature. The renewal process is your opportunity to provide sufficient evidence of such continued professional growth that has focused on increased student learning.

Eligibility Requirements for Renewing Your Certification

- Your initial ten-year certificate is still valid.
- Your teaching license is current and unencumbered.
- You are in the eighth or ninth year of certification.

Benefits of Renewing Your Certification

- Maintain your designation as a National Board Certified Teacher and the right to use “NBCT” as a credential.
- Preserve your professional stature even after you retire, leave the classroom, or change careers.
- Reflect on how your teaching practice continues to support student learning.
- Stay connected through NBPTS[®] programs, products, and services.

Important: If your state does not require you to hold a teaching license, then you must submit proof that the school in which you teach is recognized and approved to operate by the state. If you are not actively teaching but plan to establish a relationship and work with students of a colleague in order to complete the renewal process, then you must meet the teaching licensure requirements of the state.

Building Your Profile of Professional Growth (PPG)

In contrast to the process for initial certification, which requires the development of ten independent submissions (four independent portfolio entries and responses to six assessment center exercises), the Profile of Professional Growth is a single submission composed of three interrelated components and a reflection. These components draw upon a single group of Professional Growth Experiences (PGEs) that you select.

You can find detailed instructions for preparing, developing, and submitting the renewal components in the *Profile of Professional Growth* publication on the National Board Web site.

- **Component 1.** This requires you to submit responses to prompts related to four areas of your professional growth that you identify as important. These four areas may have begun before certification but have evolved to become the focus of professional growth since certification. These Professional Growth Experiences must include current content and/or pedagogical knowledge and acquisition of effective and appropriate use of technology, and they must be ongoing, varied, and multifaceted. They must reflect your continuous commitment and contributions to the professional activities that ultimately have an impact on student learning.
- **Component 2.** This requires you to choose one of your Professional Growth Experiences featured in Component 1 and demonstrate its application in the same content and developmental level as your original certification. This component requires a date-stamped 10-minute video recording (created in your eighth or ninth year of National Board Certification) in which you demonstrate pre-K–12 classroom teaching. The video and accompanying Written Commentary must provide evidence of student learning in an environment that ensures equity of access, promotes an appreciation of diversity, and demonstrates certificate-specific content knowledge.
- **Component 3.** This requires that you choose a Professional Growth Experience other than the one featured in Component 1 and demonstrate its application in one of several options. You may choose to create a 6-minute video recording of your teaching practice with professional colleagues or pre-K–12 learners (adults or students), or you may choose to feature a learner's work sample. The basis for this component must be a different Professional Growth Experience from that used in Component 2 and must demonstrate either a direct or indirect impact on student learning.
- **Reflection.** You must also submit a written reflection that requires you to analyze the connections and patterns among the three components of your Profile of Professional Growth. You must focus on challenges encountered as well as discuss plans for continued professional growth and efforts to impact student learning.

Understanding How Your PPG Is Evaluated

For the renewal process, two NBCT's independently and holistically evaluate the three interrelated components and reflection, which constitute the Profile of Professional Growth, as a single entity. Evaluators are trained extensively to evaluate this body of information and to minimize the effects of personal biases on the decision they make when viewing the evidence. Based on the entire body of evidence that you as the renewal candidate submit, evaluators then make a single decision—to *renew* or *not renew*. The successful renewal candidate sufficiently demonstrates the following accomplishments:

- professional growth since initial certification
- meaningful and rigorous learning experiences tied to content knowledge
- commentary reflecting that NBPTS Standards continue to be embedded in the NBCT's practice

The renewal rubric governs the type of evidence the evaluators will look for in each renewal candidate's submission. In contrast to the four performance levels that comprise the scoring rubrics for initial certification, there are only two levels for the renewal rubric: *renewed* and *not renewed*. The language in the rubric is constructed so that it directly values what is being asked for in the renewal instrument. The evaluation rubric is identical for all candidates seeking renewal status, regardless of the certificate area.

The rubric below is for a candidate whose certification is successfully renewed. If a certificate is not renewed, then the candidate provided insufficient evidence in the included areas.

Evaluation Rubric for Renewal Certification

The renewal candidate has provided **sufficient** evidence of the identification of important needs in his or her professional context; of professional growth in areas which address those needs in a variety of rich and powerful contexts, including areas of content and/or pedagogical knowledge; and has provided sufficient evidence of the application of professional growth in ways that have a meaningful impact on student learning. The renewal candidate has provided sufficient evidence of the acquisition of knowledge of current technology and/or effective and appropriate incorporation of technology into teaching and learning; and has drawn on and/or contributed to the resources of the school, district and/or community. The candidate has provided evidence of teaching practice in his or her certificate-specific area in ways that recognize the needs of students, ensure equity of access and promote appreciation of diversity, and provide relevant and meaningful instruction for students. The candidate has provided evidence of professional growth that has evolved since certification and is varied and/or multifaceted. Although there may be unevenness in the level of evidence of professional growth presented, overall, there is sufficient evidence of professional growth since certification to support renewal of certification.

Recommendations for Focus

Starting in your eighth year of certification, you have a two-year window in which to complete the renewal process. If you begin the renewal process in the eighth year, you will have the opportunity to try again in the event your certification is not renewed. If your certification is not renewed on the initial attempt in the eighth year, you will receive **recommendations for focus** generated as part of the evaluation process. These recommendations for focus are based on the evaluation rubric and specify key aspects of your submission that could be improved with stronger evidence.

Important: If you wait until your ninth year of certification to attempt the renewal process, then you will not receive recommendations for focus and will not have another opportunity to renew.

Two areas will be addressed in the decision letter for candidates who are not renewed:

1. *Were there any major omissions that resulted in the not renewed decision?*
A major omission would include missing evidence, such as failure to submit evidence for any of the three components or omission of a major part of one, such as video, learner work, or Written Commentary.
2. *What is a list of the key aspects identified in the rubric?*
The letter indicates whether there was an appropriate level of evidence or if the level of evidence for this particular area needs to be strengthened.

The table below is a sample of the recommendations for focus. The left side of the table lists the areas of evidence that the evaluation rubric for renewal certification requires. The right side lists in boldface the recommendations to strengthen the evidence in areas that need improvement. Areas in which an appropriate level of evidence was provided are noted as such.

| | |
|---|---|
| Identification of needs | You have provided an appropriate level of evidence in this area. |
| Acquisition or deepening of current or certificate-specific content knowledge | You need to strengthen the level of evidence you have provided in this area. |
| Acquisition or deepening of current or certificate-specific pedagogical knowledge | You have provided an appropriate level of evidence in this area. |
| Acquisition and/or effective and appropriate use of current technology | You have provided an appropriate level of evidence in this area. |
| Involvement of others | You need to strengthen the level of evidence you have provided in this area. |
| Demonstration of Standards-based relevant and meaningful instruction | You have provided an appropriate level of evidence in this area. |
| Equity of access and appreciation of diversity | You have provided an appropriate level of evidence in this area. |
| Impact on student learning | You need to strengthen the level of evidence you have provided in this area. |

Essential Guidelines

The process for renewal of National Board Certification differs from the initial certification process in several ways. Therefore, you should keep these guidelines in mind as you prepare your PPG:

- Your Profile of Professional Growth must demonstrate and document your continued commitment to professional growth, increased student learning, and maintaining high and rigorous standards in the same content area and with students at a similar age range and developmental level as demonstrated in your initial certification.
- The three components and reflection that constitute the Profile of Professional Growth are interrelated and evaluated holistically as a single entity. As a renewal candidate, you will receive either a *renewed* or *not renewed* decision. Note that an omission of evidence for any of the three components or omission of a major part of one, such as video, learner work, or Written Commentary, will result in an automatic *not renewed* decision.
- You will need to read and review the most current Standards in your initial certificate area as part of the renewal process. Your certificate area's Standards may have been revised so that they reflect the most current teaching practices in each subject area.
- Students featured in Component 2 of your PPG must be in the age range and developmental level for the certificate in which you were initially certified. The content focus of the lesson must be from your initial certificate area. Failure to meet this requirement will result in an automatic *not renewed* decision.
- There is no score banking for renewals. If you do not achieve renewal in your first year of eligibility, you must resubmit your entire Profile of Professional Growth in the second year of eligibility. If you apply for renewal in your ninth year of certification and are not renewed, you will not be able to retry as a renewal candidate.
- If you are resubmitting your PPG, you may modify as much or as little of your original submission as you feel necessary. You should read the recommendations for focus when preparing your resubmission to determine which evidence levels in your Profile need to be strengthened.

Continuing Your Journey with National Board Certification

As you approach your tenth year of certification, you have the opportunity to renew your certification and, in doing so, your commitment to accomplished teaching. To apply for certification renewal, you must submit your application and materials in your eighth or ninth year of certification, as shown in the timeline below.

You may wish to attempt the renewal process in your first year of the two-year eligibility window. This offers you the chance to try again the following year in the event that your certification is not renewed. If you apply for renewal in your second year of eligibility and your certification is not renewed, you will not be able to retry as a renewal candidate.

The following timeline provides a snapshot of your schedule of commitments. For more information on the renewal process, refer to the NBPTS Web site.

Renewal Planner

| Step | To Do | Years 1–7 | Year 8 | Year 9 | Year 10 |
|------|---|---|-----------------------------------|-----------------------------------|-----------------|
| 1 | Prepare and document Professional Growth Experiences throughout your career. <ul style="list-style-type: none"> Continue to develop certificate-specific knowledge and skills with teaching-related technology. Track and plan for eventual documentation of Professional Growth Experiences. | Initial certification through Year 7 of certification | | | |
| 2 | Apply for certification renewal in either year of eligibility. <ul style="list-style-type: none"> Update personal information at <i>My Profile</i> on the NBPTS Web site for renewal information.* Submit application online at www.nbpts.org, including a nonrefundable \$300 application fee in either year of eligibility. | | Sept. 1–Dec. 31 (1st opportunity) | Sept. 1–Dec. 31 (2nd opportunity) | |
| 3 | Submit balance of \$1,150 fee. <ul style="list-style-type: none"> Submit balance up to \$850 in either year of eligibility. | | | Sept. 1–Jan. 31 | Sept. 1–Jan. 31 |
| 4 | Develop and submit your PPG by deadline. <ul style="list-style-type: none"> Receive Profile of Professional Growth kit upon receipt of application fee. Complete classroom-based components and written reflection elements of PPG. Complete all forms and cover sheets, label all recordings and packaging, and submit complete PPG. | | | April 30 | April 30 |
| 5 | Receive decision letter. <ul style="list-style-type: none"> If renewal is achieved, congratulations! Consider continuing your journey by mentoring other candidates. If renewal is not achieved in the first year of eligibility, receive recommendations for focus. Use recommendations in planning, preparation, and development of renewal entry in the second year of eligibility. Resubmit renewal application and fees by Jan. 31 of second year of eligibility. | | | October | October |

It is essential to update your contact information throughout the course of your certification to ensure that your National Board records are current. To do so, visit **My Profile at the NBPTS Web site.*

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