



NVTA CERTIFICATION RENEWAL FORM

First & Last Name: _____ Date: _____

Email: _____ Phone: _____

Select the combination of options to complete **8 credit hours** and **list** how many hours you have completed for each option. Submit this document **after** you completed all hours. Email this document along with all required supporting evidence to AWillis@virtualteacherassociation.org by the expiration date of your certification. You will then be issued an invoice for payment.

Option 1: Lead a PD Session on virtual instruction for your campus/district team; provide documentation of content, date, time, audience signed by supervisor; you will receive 1 credit hour for each hour you lead the session (e.g., lead a half-day training for 4 hours, you will receive 4 renewal credit hours; round to the nearest hour or half hour). No additional charge by NVTA.

Total Hours for Option 1: _____

Option 2: Attend a PD Session on virtual instruction. Provide a certificate of completion indicating total hours attended and the content of the PD. Additionally for every session, include a paragraph explaining how you will implement what you learned in your virtual classroom and/or proof that you shared the content in a PLC. You will receive 1 credit hour for each hour of the PD. Round to the nearest hour or half-hour). No additional charge by NVTA.

Total Hours for Option 2: _____

Option 3: College courses in ed tech (undergrad, grad, program/certificate; must have both ED and TECH in the course); receive 1 renewal credit hour for each college credit hour (e.g., 301, a 3-hour semester course, is worth 3 credit renewal hours). No additional charge by NVTA.

Total Hours for Option 3: _____

Option 4: Portfolio Updates. Complete a series of assignments/projects. Valued at 4 credit renewal hours. \$49 review fee.

Total Hours for Option 4: _____

Option 5: Research Project/Independent Study. Valued up to 8 credit renewal hours. \$49 review fee.

Total Hours for Option 5: _____

Option 6: Evaluation Course to include walkthrough and formal observation rubrics. Available for administrators and teachers. Valued at 6 credit renewal hours. \$99 to register for the course.

Total Hours for Option 6: _____

Recertification Fee: \$149 every two years

Late fee: There is an additional \$99 fee to be due upon renewal submission if the certification is expired.