

District Vocational Certificate

 Full-Time

 Part-Time


Miami-Dade County Public Schools
 Instructional Certification
 1450 N. E. 2nd Ave., Suite 260
 Miami, Florida 33132
 School Mail: 9305

Social Security #: _____ - _____ - _____

The School Board of Miami-Dade County, Florida is authorized to collect, use or release social security numbers of employees and other individuals for initial instructional certification, renewal, or add-on application [Required by FS 1012.56, and 119.071 (5) (a) 6, and/or authorized by FS 1012.21 and 119.071 (5) (a) 6]. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law [FS 119.071(5) (a) 2 & 3].

Please check the certificate service requested:

- Initial/Additional Coverage \$75.00
- Renewal \$75.00
- Late Renewal \$30.00
- Duplicate/Name Change \$20.00

- All entries must be clearly typed or printed using only black or dark blue ink.
- Pay online via credit card (VISA or MasterCard) at <http://certification.dadeschools.net/>
Application is non-refundable.
- Attach payment confirmation to application. Your application **cannot be evaluated** until the completed application, payment confirmation and any required documents have been received by the Office of Instructional Certification.

Late Application Fee: A late fee of \$30.00 is required if the District Vocational Certificate renewal application is submitted for renewal of your District Professional Certificate after it has expired. To utilize the late fee option, all requirements for renewal of the certificate must have been completed prior to expiration of the certificate except for submitting the application and fee. The late fee shall not be submitted for reinstatement of the District Professional Certificate. **There is no late fee for District Part-Time Certificate renewal.**

Name _____
 Address _____
 City, State, Zip _____
 Telephone (____) _____ - _____
 Email _____

Birthdate: _____ / _____ / _____
 High School Graduate? YES NO
 Year Graduated: _____ State _____
 Name of School: _____

College(s) Attended	State	Date(s) Attended	Graduation Date	Major

WORK EXPERIENCE

Dates of Employment	State	County	Place of Employment	Job Title	FT/PT	Months per Worked

Please list subject area(s) in which you wish to be certified (\$75.00 per subject selected). Refer to Subject Area and Coverage Codes Chart.
 (1) _____ (2) _____

Please check all that apply: Do you now hold or have you ever held a Florida Educator's Certificate [_____] and/or a Miami-Dade County Public School Educator's Certificate [_____]? If Miami-Dade County Educator's Certificate, Certificate Number: _____?
 If yes, type _____, expiration date _____ and subject(s) covered _____

Prior M-DCPS Employee? YES NO If yes, give your Employee #: _____

LEGAL DISCLOSURE (Florida Law requires a Yes or No response to each of the following questions) SEALED/EXPUNGED RECORD(S) (LIST ONLY SEALED OR EXPUNGED RECORDS)

Yes No Have you ever had any record **sealed** or **expunged** in which you were **convicted**, found **guilty**, had **adjudication withheld**, entered a **pretrial diversion program**, or **pled guilty** or **nolo contendere** (no contest) to a criminal offense other than a minor traffic violation (**DUI is NOT** a minor traffic violation)? Failure to answer this question accurately could cause denial of a certificate.

A **YES** or **NO** answer is required by Florida Law. If you check the **YES** box, you must give the information requested for each charge. Please attach a separate sheet with your name and social security number if you need more space.

SEALED or EXPUNGED records **MUST BE REPORTED** pursuant ss. 943.0585 and 943.059, FS. However, the existence of such records **WILL NOT BE DISCLOSED** nor made a part of your certification file which is public record. Do not send any documents until requested.

City Where Arrested	State	Date of Arrest	Charge(s)	Disposition(s)

CRIMINAL OFFENSE RECORD(S)

Yes **No** Have you ever been **convicted**, found **guilty**, had **adjudication withheld**, entered a **pretrial diversion program**, or **pled guilty** or **nolo contendere** (no contest) to a criminal offense other than a minor traffic violation (**DUI is NOT** a minor traffic violation)? Failure to answer this question accurately could cause denial of a certificate.

A **YES** or **NO** answer is required by Florida Law. If you check the **YES** box, you must give the information requested for each charge. Please attach a separate sheet with your name and social security number if you need more space.

Report any record **other than SEALED** or **EXPUNGED** records in this section.

City Where Arrested	State	Date of Arrest	Charge(s)	Disposition(s)

PROFESSIONAL SANCTION

Yes **No** Have you ever had any professional license (a driver's license is not a professional license) or a professional certificate, including a teaching certificate, sanctioned by the issuing agency in this or **any state**? Sanction is defined to include: **suspension; revocation**; discipline, such as issuance of a **reprimand** or **fine**; or, otherwise conditioned, such as placed on any **restriction** or **probation**. Have you ever **resigned, surrendered**, or otherwise **relinquished** a professional license or certificate in this or any other state? Is there **any action pending** in this or any state against a professional license or certificate you hold or held? Is there any action pending in this or any state against an application for a professional license or certificate you have on file? (A determination of academic ineligibility is not considered denial of a license or a certificate.)

If YES to any of these questions, you must give the state, year, license or certificate, issuing agency, and reason in which such action occurred.

State: _____ **Year:** _____ **License or Certificate:** _____

Issuing Agency: _____ **Reason:** _____

AFFIDAVIT

I do hereby certify that I subscribe to and will uphold the principles incorporated in the Constitution of the United States of America and the Constitution of the State of Florida.

I do hereby affirm that all information provided in my application for a Florida Educator's Certificate is true, accurate, and complete.

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN OR RENEW A FLORIDA EDUCATOR'S CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO CRIMINAL PROSECUTION, AS WELL AS DISCIPLINARY ACTION BY THE EDUCATOR PRACTICES COMMISSION.

Applicant Signature

Date

SUBJECT AREA AND COVERAGE CODES

LEVEL	COVERAGE	CODE	LEVEL	COVERAGE	CODE	LEVEL	COVERAGE	CODE
<u>AGRICULTURE EDUCATION</u>								
7	Agriculture Mechanics	423	7	Appliance Repair	574	7	Recreational Vehicle Service	714
7	Agricultural Production	421	7	Automotive Body	695	7	Roofing	565
7	Agricultural Resources	425	G	Automotive Electronics	715	7	School Bus Driv. Tmg	666
7	Agricultural Supplies	422	7	Auto Machine Shop	703	7	Seamanship	674
7	Forestry	139	7	Auto Mechanic	506	7	Sewing Machine Repair	686
7	Horticulture	541	7	Auto Upholstery	696	7	Sheetmetal	511
<u>BUSINESS EDUCATION</u>			7	Aviation Admin.	698	7	Shoe Repair	526
7	Accounting	641	7	Avionics	702	7	Solar Energy Tech.	688
7	Business Data Processing	414	7	Barbering	595	7	Stationary Engineer	675
7	Clerical	644	7	Biomedic Equip. Tech	690	7	Structural Steel	568
7	Management & Supervision	642	7	Blueprint Reading	554	7	Supervisory Training	544
7	Secretarial	643	7	Building Maintenance	569	7	Surveying & Mapping	707
<u>CAREER EDUCATION</u>			7	Bus. Machine Repair	500	7	Swimming Pool Maint.	711
7	Career Specialist	204	7	Cabinet & Woodworking	508	7	TV Prod. Technology	564
<u>HEALTH EDUCATION</u>			7	Carpentry	540	7	Tile Setting	706
G	Coder Specialist	716	7	Commercial Art	601	7	Trowel Trades	532
7	Dental Assistant	417	7	Commercial Driving	546	7	Welding	525
7	Dental Lab Technology	622	7	Commercial Fishing	700	<u>JUNIOR RESERVE OFFICER'S TRAINING CORPS - JROTC</u>		
7	Electrocardiograph Aide	681	7	Computer Service	699	7	JROTC	413
7	Electroencephalograph Tech.	677	7	Cosmetology	504	<u>MARKETING EDUCATION</u>		
G	Emergency Medical Technician	135	G	Culinary	731	7	Advertis. & Promotion	615
7	Facial Technician	078	7	Diesel Mechanics	509	7	Banking & Finance	603
G	Hearing Aid Dispensing	680	7	Drafting	521	7	Hotel Training	605
G	Hemodialysis Technician	726	7	Drywall Installation	708	7	Insurance	607
7	Laboratory Assistant	672	7	Electronics	535	7	Marketing & Management	648
7	Laboratory Technology	583	7	Electrical	031	7	Real Estate	610
G	Massage Therapist	718	G	Engineer	879	7	Retailing	616
7	Masseur	524	7	Fabric Maintenance	653	7	Transportation	647
7	Medical Assistant	692	7	Flooring	572	7	Wholesaling	646
G	Medical Professional	727	7	Furniture Repair	561	<u>PUBLIC SERVICE EDUCATION</u>		
7	Medical Records Technician	664	7	Gas Fitter	579	7	Correctional Officer	682
7	Medical Transcriptionist	701	7	Gas Engine Repair	586	7	Firefighting	549
7	Mental Health	673	7	Glazier	555	7	Law Enforcement	522
7	Nail Technician	070	7	Industrial Engineer	580	7	Public Administration	689
7	Occupational Therapy Asst.	693	7	Industrial Plastics	685	7	Waste Management	717
7	Operating Room Technician	678	7	Instrumentation	536	7	Water & Waste Plant Oper.	419
7	Paramedic	691	7	Insulation Installation	705	<u>TECHNICAL EDUCATION</u>		
7	Pharmacy	694	7	Jewelry Manuf & Repair	704	7	Technical Human Serv.	671
7	Physical Therapy Technician	665	7	Machine Shop	510			
G	Registered Nurse	719	7	Millwrighting	537			
7	Respiratory Therapy Tech.	679	7	Mine Safety & Health	709			
7	Technical Optics	410	7	Motorcycle Mechanics	712			
7	Technical X-Ray	412	7	Occup. Health & Safety	710			
<u>HOME ECONOMICS EDUCATION</u>			7	Operating Engineer	578			
7	Home Economics Occup.	802	7	Ornamental Iron	558			
<u>INDUSTRIAL EDUCATION</u>			7	Painting	553			
7	A/C & Heating Mechanics	415	7	Photography	527			
7	Air Controller	697	7	Plumbing	533			
7	Aircraft Mechanics	507	7	Printing	094			