



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

WWW.NCPUBLICSCHOOLS.ORG

December 6, 2016

TO: LEA HR Directors, LEA Finance Officers, Charter Schools Directors

FROM: Philip W. Price

A handwritten signature in black ink, appearing to read "P. Price".

REVISED LICENSURE FEES – EFFECTIVE JANUARY 1, 2017

This document is to alert you to a change in Licensure Fees, effective January 1, 2017. The revised fees will apply to new licensure applications opened January 1, 2017, and beyond.

The N. C. State Board of Education authorized modifications to the Licensure Fees at the October 2016 board meeting. The last time the fees were modified was in 1998.

The revised Licensure Fee rates are outlined in the attached document.

If you have any questions regarding the new rates, please contact the Licensure Section at 919-807-3310.

PWP/tm

OFFICE OF FINANCIAL AND BUSINESS SERVICES

Philip W. Price, *Chief Financial Officer* | Philip.Price@dpi.nc.gov

6326 Mail Service Center, Raleigh, North Carolina 27699-6326 | (919) 807-3600 | Fax (919) 807-3704

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

North Carolina Department of Public Instruction Licensure Fees

Application Types	FEEES FOR APPLICATIONS OPENED PRIOR TO JAN 1, 2017	FEEES FOR APPLICATIONS OPENED EFFECTIVE JAN 1, 2017	RULE
Opened by Individual Educators:			
In-State Initial Standard Prof. Educator	\$55	\$70	
Out of State Initial Educator	\$85	\$100	
Extend Provisional License Area	\$55 or No Fee	\$60 or no fee as per rule	Fee applies if license is expired and application date is outside the renewal window of 4/15 through 7/31
Delete License Area	\$55	\$60	
Change Work Authorization	\$55	\$60	
Add Area by Program Completion	\$55	\$60	
Add Experience	\$55	\$60	
Add Area by Test or 24 Sem. Hrs	\$55	\$60	
Add National Board Certification	\$55	\$60	
Clear Validation	\$55	\$60	
Upgrade or Clear License Area	\$55	\$60	
Late Renewal	\$55	\$35	
Name Change	\$30	\$60	
Update Contact Information	No fee	No fee	
Education Record Correction	No fee	No fee	
Verification of NC License	\$30	\$30	
Request Copy of Files/Test Scores	\$30	\$30	
Research Experience	\$30	\$30	
Opened by Employing School System on Behalf of Educators:			
Initial Alternative License	\$85	\$100	
Validate an Expired SP2 License	\$55	\$60	
Extend SP1	\$55 or No Fee	\$60 or no fee as per rule	Fee applies if license is expired
Recommend SP1 to SP2	\$55 or No Fee	\$60 or no fee as per rule	Fee applies if license is expired and application date is outside the renewal window of 4/15 through 7/31
Upgrade or Clear License Area	\$55	\$60	
Clear Validation	\$55	\$60	
Convert to LAT	\$55	\$60	
Convert to CTE	\$55	\$60	
Add Alternative Area	\$55	\$60	
Authorize Graduate Pay	\$55 or No Fee	\$60 or no fee as per rule	Fee applies if no prior graduate pay approval
Processed by School System during Renewal Window of 4/15 through 7/31:			
Renew License	No fee	\$35	
Recommend SP1 to SP2	No fee	No fee	
Extend Provisional License Area	No fee	No fee	
Opened by RALC on Behalf of Educators:			
Upgrade or Clear License Area	\$55	\$60	
Convert to SP1	\$55	\$60	
Convert to SP2	\$55	\$60	
* Licensure fees are non-refundable and non-transferrable.			