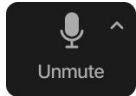
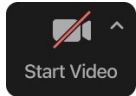


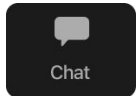
# Zoom Meeting Preparation



- Please make sure your phone or computer is muted to minimize background noise.
  - To do this, hover over the bottom left-hand side of your screen and click “Mute.”



- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
  - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”



- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.

If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact [LDOEcommunications@la.gov](mailto:LDOEcommunications@la.gov).



# Educator Certification and Credentialing Monthly Call

February 23, 2026



# Agenda

- Opening Remarks and Call Norms
- Processing by the Numbers
- Certification Office Updates
- Louisiana Educator Certification Portal Updates
- Certification Reminders
- Dates of Importance, Support, and Resources



# ETWD Call Norms

- **Stay Muted Unless Speaking:** reduce background noise by keeping your microphone muted when not speaking.
- **Use Chat for Questions:** post questions in the chat and a team member will collect and will share answer(s) at the end.
- **Remain On Topic:** keep discussions aligned to the agenda.
- **Avoid Interruptions:** let others finish before responding.
- **Cameras On Encouraged:** while not required, having cameras on supports connection and engagement.
- **Engage Respectfully:** be concise, professional, and respectful in all contributions.



# Certification & Credentialing Processing by the Numbers

- January 2026
  - 3,084 Applications Processed
  - Applications solved within 32 business days
  - 3,247 Questions solved
  - Questions solved within 1 business days
  - 1,281 educators cleared in January



# March 2026 Staffing Webinar

School systems seeking teachers or school leaders are invited to join the **Educator Talent and Workforce Development Staffing Webinar**.

This session will highlight:

- Staffing pathways
- Available support resources
- Strategies to strengthen the educator workforce

Webinar Date and Time: March 5 at 9:00 a.m.

[Webinar Link](#)

Webinar Phone Number: 1 312 626 6799

Webinar Meeting ID: 938 8649 4074

Please reach out to [arthur.joffrion@la.gov](mailto:arthur.joffrion@la.gov) with any questions.



# Certification Office Updates



Contact us through the [Teacher Certification Help Portal](#).

# Update to Educational Leader (EDL) process

- In order to best serve individuals seeking an EDL-[alternate pathway #2 certificate](#), a specially designed course has been created as a guide through the process.
- Effective **March 1, 2026**, any educator submitting an EDL 1-alternate pathway #2 application will be required to complete a course in the [LDOE Professional Learning Platform](#) and receive a Certificate of Completion.
  - Course Code 55D0D171
- Alternatively, educators denied due to missing or insufficient hours must wait a minimum of 30 days before reapplying to address the deficiencies.



# Educator Background Credentialing



Contact [EducatorClearance@la.gov](mailto:EducatorClearance@la.gov) with questions or submit questions through the [Teacher Certification Help Portal](#).

# CBC & SCR Check for Employment

- [LA R.S. 17:15](#) directs schools in their hiring and dismissal processes.
  - A CBC is required when hiring new employees, but there are provisions in the law that state, a CBC is **NOT** required for an applicant with a teaching credential issued by LDOE unless the applicant's teaching certification has been denied, suspended, or revoked by LDOE.
- Recently revised law requires employers conduct a State Central Registry (SCR) check through DCFS' Child Abuse and Neglect System (CANS) for **ALL employed after August 1, 2025.**

Contact [EducatorClearance@la.gov](mailto:EducatorClearance@la.gov) with questions or submit questions through the [Teacher Certification Help Portal](#).



# CANS Access, Process, and Tips

The [DCFS CANS webpage](#) provides many helpful resources.

School Systems access the [CANS application through Edlink Security](#).

Requesting SCR check requires completion of “[Request & Consent Form B](#),” which will require a clear copy of the applicant’s ID.

- School system completes Section I (do this once and save the PDF) and sign/date in Section IV as “Requestor.”
- Employee completes Section II and sign/date in Section III as “Applicant.”

Reference the Form B [Instructions](#) for detailed guidance on completing the form.

Email [DCFS.ChildAbuseNeglectClearances@la.gov](mailto:DCFS.ChildAbuseNeglectClearances@la.gov) with questions.



# CANS Access, Process, and Tips

DCFS aims to complete SCR clearances within 10 business days of submission.

## Automation Speeds Things Up

- Requests are initially scanned by automated bots
- Complete and accurate entries help avoid delays

Results are accessed through the “Disposition” letter in CANS dashboard

- “Valid & Justified” or “Substantiated” = Not eligible for hire

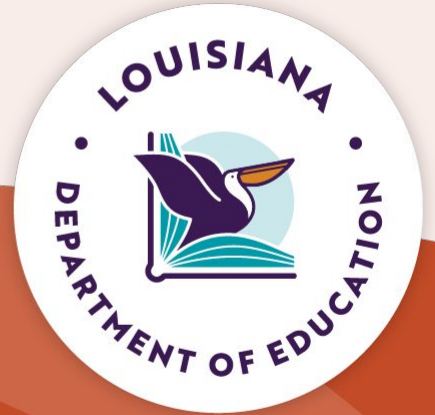
## Why Some Checks Take Longer

- Manual review is required when automation fails
- Records prior to 2018 take longer due to required due process steps

Email [DCFS.ChildAbuseNeglectClearances@la.gov](mailto:DCFS.ChildAbuseNeglectClearances@la.gov) with questions.




# Louisiana Educator Certification Portal




# New Features Added

- Remove Me

**Application Started** (1/5/2026 - )

Click here to open the application: 

 Remove me

Form Name	Status
Personal Information - No Fee Certificate	
Professional Conduct Form - Jan 2025	
Resident Application - Applicant	

For questions, contact [Teacher Certification Help Center](#).



# SSN Required for Permissions

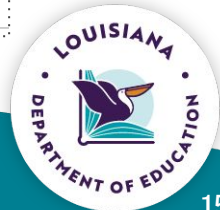
HR and Preparation Provider permissions now require a validated social security number (SSN) on your Louisiana Education Portal (LEP) profile.

- Once implemented, authorized permissions will no longer appear for anyone without a validated SSN.
- If your Educator Profile includes an **Enter SSN** or **Select a Validator** button, we encourage you to complete validation to avoid interruption.



The screenshot displays two sections of the LEP profile. The top section is a form with a label 'SSN:' and a text input field. A red rectangular box highlights a teal button labeled 'Enter SSN' located to the right of the input field. The bottom section is a form with a label 'SSN:' and a masked input field containing '\*\*\*\*\*'. To the right of the masked field is a teal button labeled 'Show'. Below this section is a label 'Validate SSN' and a teal button labeled 'Select a Validator', which is also highlighted with a red rectangular box.

For questions, contact [Teacher Certification Help Center](#).



# Spotlight - Feedback Follow-up Submission

When an application is missing one item, our office may allow the missing item to be submitted within 90 days to continue processing.

- Two types of follow-up that may be permitted in some cases:
  - A single piece of documentation separate from LEP application forms such as official transcripts, a completed self-evaluation, or a PDF attestation form.
  - Corrections to a LEP application form.
- Feedback letters should specify how this information is to be submitted.





For questions, contact [Teacher Certification Help Center](#).



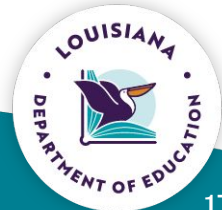
# Spotlight - Feedback Follow-up Submission

Submitting a missing single piece of documentation separate from LEP application forms or corrected In-State Experience Verification.

- Use the Feedback Follow-up application in LEP

 <b>Employment Verification</b>	
Employing school systems will use this application to request issuance of a certificate when eligibility has been determined for Out-of-State teaching or administration, Educational Leader, Ancillary School Counselor, or Ancillary Librarian	
Fee: \$0.00	
 <b>Feedback Follow-up</b>	
When a feedback letter has been provided requesting a missing or corrected item, the additional documentation may be provided using this form.	
Fee: \$0.00	

For questions, contact [Teacher Certification Help Center](#).



# Spotlight - Feedback Follow-up Submission

## Feedback Follow-up Selection

The incomplete/incorrect application required verification from my Louisiana HR office.  
This correction must be verified by my HR office.  Yes  No

The feedback letter requests corrected verification of In-State Experience to be  
submitted by my HR office.  Yes  No

The incomplete/incorrect application required verification from my preparation program  
provider. This correction must be verified by my preparation program provider.  Yes  No

The incomplete/incorrect application did not require any additional verification from my  
HR office or preparation provider. I wish to submit the missing item myself.  Yes  No

For questions, contact [Teacher Certification Help Center](#).

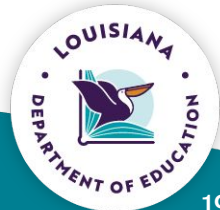


# Spotlight - Feedback Follow-up Submission

Available options for the applicant to select:

- The incomplete/incorrect application required verification from my Louisiana HR office. This correction must be **verified by my HR office**.
  - Selecting Yes inserts an HR Section to upload information
- The feedback letter requests corrected verification of **In-State Experience** to be submitted by my **HR office**.
  - Selecting Yes inserts an HR Section with the In-State Experience Verification with Upload Options form for the HR office to complete.

For questions, contact [Teacher Certification Help Center](#).



# Spotlight - Feedback Follow-up Submission

Available options for the applicant to select:

- The incomplete/incorrect application required verification from my preparation program provider. This correction must be **verified by my preparation program provider**.
  - Selecting Yes inserts a Provider Section to upload information
- The incomplete/incorrect application **did not** require any additional verification from my HR office or preparation provider. I wish to submit the missing item **myself**.
  - Selecting Yes inserts an additional form in the Applicant Section for the individual to upload the information.
  - Is **not** routed to any verifying authority

For questions, contact [Teacher Certification Help Center](#).



# Spotlight - Feedback Follow-up Submission

Making corrections to a form included in the LEP application:

- When a **form** needs to be corrected, this must be started as a **new application**.
- All parties involved in the application will need to complete all forms in the application again with the noted correction and provide all supporting documentation.
- Once all forms are complete, the applicant will Check Out and use the feedback letter as a Prepaid Receipt rather than paying a new fee.
- If the corrected application is not submitted **within 90 days** of the letter, a new fee is required.

For questions, contact [Teacher Certification Help Center](#).



# Dates of Importance, Supports, and Resources

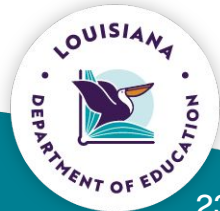


# Teacher Leader Summit

**Hold the Date:** Teacher Leader Summit 2026 is May 26-28 at the New Orleans Ernest N. Morial Convention Center. [Early bird registration](#) opened **February 9, 2026**.

To better serve all educators, the College and Career Readiness team has joined forces with Teacher Leader Summit to bring you an even more comprehensive experience. Sessions that would normally be part of our Fast Forward Convention are now integrated into Summit, giving you access to all the great content from both events — now in one convenient location!

Please contact [ldoeevents@la.gov](mailto:ldoeevents@la.gov) with questions.





# Important Dates

**February 25:** [Preparation Provider Monthly Call](#)

**February 26:** Teacher Certification Appeals Council

**March 4-6:** LSASPA Spring Conference

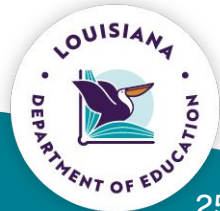
**March 6:** [System Leader Monthly Call](#)



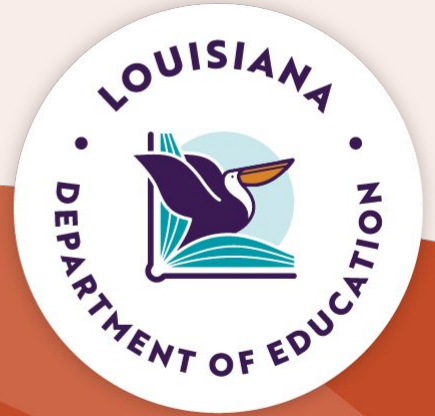


# Supports and Resources

- [School System Support Calendar](#)
- [Educator Resource Guide](#)
- [School System Planning Resources](#)
- [Family Support Toolbox Library](#)
- [Certification Bulletin, Bulletin 746](#)
- [TeachLouisiana.net](#)
- [Louisiana Educator Portal \(LEP\)](#)



# Certification Reminders



# Certification Monthly Calls

Below are the dates for the 2025-2026 school year. Calls will be held on the following dates for this upcoming school year.

<del>August 18, at 10:30 a.m.</del>	<del>September 15, at 10:30 a.m.</del>	<del>October 20, at 10:30 a.m.</del>
<del>November 17, at 10:30 a.m.</del>	<del>December 15, at 10:30 a.m.</del>	<del>February 2, at 10:30 a.m.</del>
<del>February 23, at 10:30 a.m.</del>	March 16, at 10:30 a.m.	April 20, at 10:30 a.m.
May 18, at 10:30 a.m.	June 15, at 10:30 a.m.	July 20, at 10:30 a.m.

Please contact [certification@la.gov](mailto:certification@la.gov) with questions.

