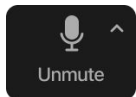
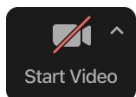


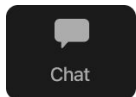
Zoom Meeting Preparation



- 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.



Educator Certification and Credentialing Monthly Call

September 15, 2025



Agenda

- Opening Remarks & Call Norms
- Processing by the Numbers
- Certification Policy Updates
- Educator Background Credentialing Updates
- Educator Development 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.

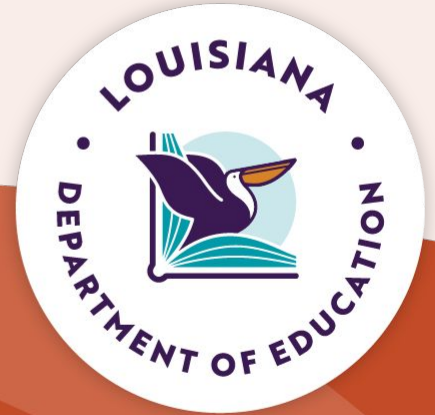


Certification & Credentialing Processing by the Numbers

- August 2025
 - 3160 Applications Processed
 - 23.9% Processed within 15 Business Days
 - Average Processing Time = 19 Business days
 - 1964 Questions Solved
 - Questions Solved within Business .8 Days Average
- **17,000 Clear Credentials** were granted since January 1st.
- **2,106** educators were cleared in the month of August.



Certification Policy Updates



Educational Leader updates

Updates to [Bulletin 746](#), Chapter 15: Administrative and Supervisory Credentials.

*“hold or be eligible to hold a Louisiana type B or level 2 teaching certificate, or have a comparable level out-of-state teaching certificate and three years of teaching experience, **including experience as a librarian or counselor**, with all out-of-state experience verified as successful by the out-of-state employing authority or SEA, **or hold an ancillary teaching certificate as defined in Chapter 5 Subchapter C of this Part** with at least five years of successful teaching experience verified in accordance with §103 of this Part”*



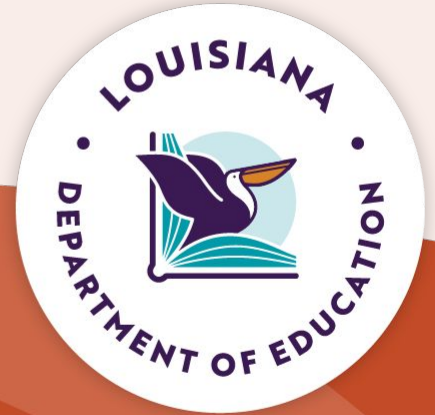
Secondary Non-Core Literacy Update

Secondary non-core areas are **no longer** required to complete three semester hours in the teaching of reading and literacy or other literacy options.

Evaluation checklists have been updated to reflect the change and are available on www.teachlouisiana.net.



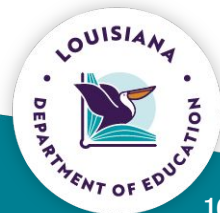
Educator Background Credentialing



Clear Credential & Fingerprinting Resources

- Clear Credential Information and Resources:
 - [What does “Clear Credential” mean?](#)
 - [Educator Fingerprinting Packet](#)
 - [Certification Suspension, Revocation, & Reinstatement](#)
- To check the status of fingerprinting with Identogo, direct the applicant to <https://uenroll.identogo.com/status-check>.
- If “Clear Credential” does not appear on www.teachlouisiana.net in three weeks or less following fingerprinting under service code **27N5HQ**, email EducatorClearance@la.gov.

Please contact EducatorClearance@la.gov with questions.



Child Abuse & Neglect Clearance System (CANS)

School systems may request the DCFS State Central Registry (SCR) clearance through the Child Abuse and Neglect Clearance System (CANS).

To request access, refer to:

- [CANS K-12 Public School User Access Guide](#) or
- [CANS K-12 Non-Public School User Access Guide](#)

For help with **access** questions, please contact your local security coordinator.

For assistance using CANS, refer to the [CANS User Guide](#).

For questions related to the State Central Registry clearance process, email DCFS.ChildAbuseNeglectClearances@la.gov or call (225) 219-3461.



LEC Fingerprinting Application

Applicants often **start** the Fingerprint application but forget to “checkout” (see  button on left hand menu).

- No fee required; payment is made to IdentoGO at time of fingerprinting
- Collects SSN, ID, and Professional Conduct form
- Provides the [Educator Fingerprinting Packet](#) with enrollment link and service code to ensure CBC is transmitted appropriately

If not checked out, the application shows as “incomplete” and triggers reminder emails until it auto-deletes in 45 days.

Fix: Applicants can “continue” to check out or “remove” the application to stop reminders.



“Continue” or “Remove”

LEP Educator Portal

☰ Home Certification Help Center My Educator Profile Evaluation

 [Redacted]

[Redacted] - My Applications

My Applications

Add New Application

Application Directory

 Certification Help

Teach Louisiana Home

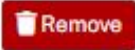
Add-on & Ancillary Endorsements

Fingerprint Clearance Required Before Proceeding

Last updated: 9/8/2025 By: [Redacted]

Status: Application Started Status Date: 9/8/2025

Incomplete Applications will be Deleted after 45 Days.

 Continue  Remove



Louisiana Educator Certification Portal



HR and Provider Access Requirements

LEC has been integrated into the [Louisiana Educator Portal](#) (LEP)

- Public school personnel should only need to request permissions.
- Nonpublic HR personnel and Preparation Providers will need:
 - An eScholar Staff ID
 - A [MyLA](#) account
 - Request permissions for the application portions
- Instructions to request permissions are linked on TeachLouisiana.net if you have an authorized HR or Preparation account.
- Send a request through the [Teacher Certification Help Center](#) if you do not have an authorized TeachLouisiana.net account.
- Individuals granted permissions must be included in the Authorized Signatures on file with our office.



Requesting a Staff ID

HR or Preparation Provider authorization will require an eScholar Staff ID.

- Traditional Public and Public Charter HR personnel likely already have a Staff ID for accessing other state systems.
- Nonpublic HR personnel and Preparation Providers may need to request a Staff ID before access to LEC can be granted.
 - Sign In to the [EdLink Ops Portal](#)
 - Select your Account Type
 - **Nonpublic Personnel:** I am a PK-12 Non-Public School employee
 - **Preparation Provider:** I am working for an External Partner »
Teacher Prep Provider
 - Enter the requested name, contact, and personal information
 - Save and Submit



Applicant Access Requirements

- Educators already using LEP for evaluation should not need any additional access or accounts to start applications.
- Educators not already using LEP will only need a [MyLA](#) account.
- Applicants that have not used LEP for evaluation may need to validate their SSN before they can access applications.
- New hires and other applicants that are not reported as employed for 2025-26 may also need to validate their SSN.
- Share the [Logging in to the Louisiana Educator Portal - Individual Applicants](#) article from the Help Center with educators.
- See the [Louisiana Educator Portal home page](#) for login support contact information.



Clarification of LEC Misconceptions

- Current employment is **not required** for an educator to access LEP and start an application.
- Educators **are not** required to be reported in your 2025-26 data records to start an application and send it to your office for review and signature.
- Applicants with an existing account **should not** create a new/separate account for any reason.
- Except in a few places where documentation has been added, certification requirements **have not changed** - supporting documents required with the PDF applications are still required in LEC.
- All requests that previously required submission by the employing school system still require HR verification and signature.



Canceling Applications

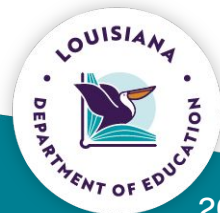
LEC provides increased controls to prevent incomplete or incorrect applications.

- Canceling applications submitted through LEC will be very difficult and only granted on a case-by-case basis.
- Applications will no longer be closed without processing, as LEC now addresses all common issues that previously required applications to be returned for correction and resubmission.
- Applications submitted through LEC will be processed as submitted based on the documentation provided.



Common LEC Questions

- Why does the teacher/candidate not have the “Start New Certification Application” button in LEC?
 - The “Educator Profile” is not fully completed - Enter and validate SSN
- My teacher/candidate has a Clear Credential. Why is the fingerprint packet the only one I can send for them to start?
 - The “Educator Profile” is not fully completed - Enter and validate SSN
- I am trying to request HR/Prep permissions. Why are there no roles to select?
 - You likely do not have a Staff ID. Check your EdLink Security User Profile and request a Staff ID.



Common LEC Questions

- Who should I contact for support?
 - K12 public school or public charter login issues: contact your local [security coordinator and/or data administrator](#). If unresolvable, your LEA contact can reach out to LDOE [Data Systems Support](#).
 - Anyone not employed in a K12 traditional public or public charter school - preparation providers, candidates, and nonpublic personnel - can reach out to LDOE [Data Systems Support](#). If a site code cannot be provided, use 000.
 - SSN Validation questions and questions about certification requirements or applications may be submitted through the [Teacher Certification Help Center](#).

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



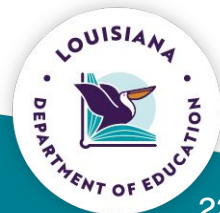
Available Resources

Resources posted on TeachLouisiana.net:

- User guides specific to each role
- Recorded training sessions for HR and Preparation Providers are available by logging in to an authorized account
- List of LEC applications with descriptions
 - [Alphabetical list](#)
 - [Crosswalk from PDF applications to LEC applications](#)
- [Logging into the Louisiana Educator Portal - Individual Applicants](#) article on the Teacher Certification Help Center

Louisiana Educator Portal

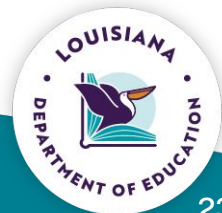
For questions, contact [Teacher Certification Help Center](#).



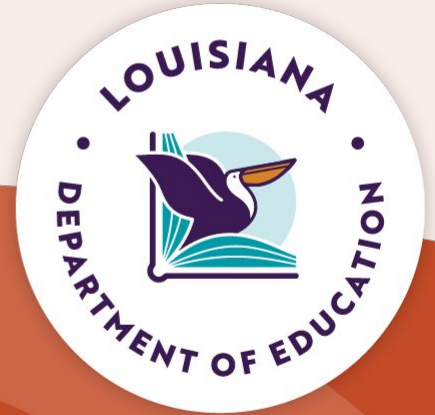
TeachLALive! Retirement

Application submission through [TeachLALive!](#) was disabled after business hours on August 11, 2025.

- The TeachLALive! website will remain available while the remaining PDF applications are being processed.
- History and other features will be available until the site is retired.
- Anticipated date of retirement: **September 30, 2025.**



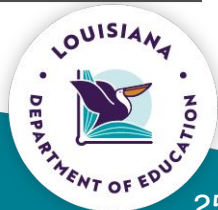
Educator Development Updates



Content Leader and Mentor Teacher Portfolio

Vendor	Contact	Assessment Portfolios	Cost	Serving
Associated Professional Educators of Louisiana (A+Pel)	Emily Ogden emily@apeleducators.org	Mentor Teacher Content Leader • K-2 Literacy • ELA • Math • Science	\$175	Open to all applicants
Louisiana Tech University	Dr. Amy Vessel avessel@latech.edu	Mentor Teacher Content Leader • ELA • Math • Science	\$0	Only Louisiana Tech University students
McNeese State University	Dr. Lori Benoit lbenoit11@mcneese.edu Dr. Angelique Ogea aogea@mcneese.edu	Mentor Teacher	\$300	Only McNeese State University students Open to all applicants-June 2026

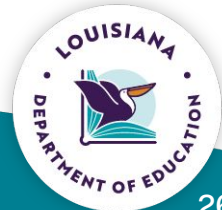
Please contact MentorandContentLeaders@la.gov with questions.



Content Leader and Mentor Teacher Portfolio

Vendor	Contact	Assessment Portfolios	Cost	Serving
Northwestern State University	Dr. Dylan Solice soliced@nsula.edu	Mentor Teacher Content Leader • K-2 Literacy • ELA • Math • Science	\$250	Open to all applicants
University of Louisiana at Monroe	Dr. Shalanda Stanley sstanley@ulm.edu Dr. Myra Lovett mlovett@ulm.edu	Mentor Teacher	Not yet determined	Only University of Louisiana at Monroe students
University of Louisiana at Lafayette	Dr. Elizabeth Grossie Dr. Peter Shepherd mentor.teachers@louisiana.edu	Mentor Teacher	\$175	Only University of Louisiana at Lafayette students

Please contact MentorandContentLeaders@la.gov with questions.

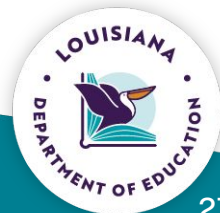


Mentor Waivers

When applying for Resident and Practitioner Licenses (PL), systems are required to upload evidence of approved Mentor waivers or alternate waivers.

It is recommended to upload the email automatically generated by JotForm upon approval of the waiver as your evidence.

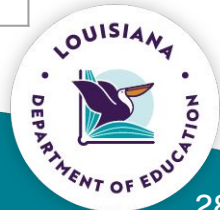
Please contact MentorandContentLeaders@la.gov with questions.



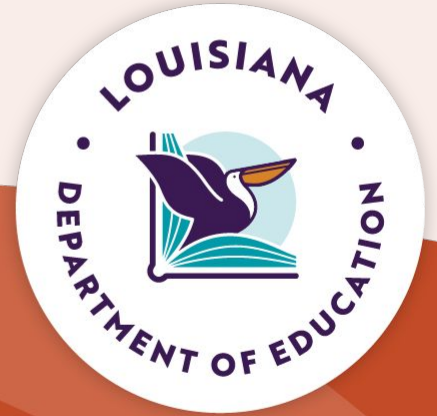
Mentor and Resident Data Collection

September 15	LDOE sends teacher prep list of Resident and PLs issued so far to assist with ensuring all licenses are issued by October 1, 2025 deadline. Preparation programs review data and follow up on missing licenses.
October 6	LDOE sends school systems list of resident and PLs issued to assist with reporting.
October 7 -29	School Systems report Resident teacher, Practitioner, and Mentor teacher data in EdLink360 Staffing for fall 2025 starts.

Please contact MentorandContentLeaders@la.gov with questions.



Dates of Importance, Supports, and Resources



Important Dates

September 18: Superintendents' Advisory Council

September 23-25: EDL Alternate Pathway 4
Bootcamp

September 24: [Preparation Provider Monthly Call](#)

September 24-26: Fall 2025 LSASPA



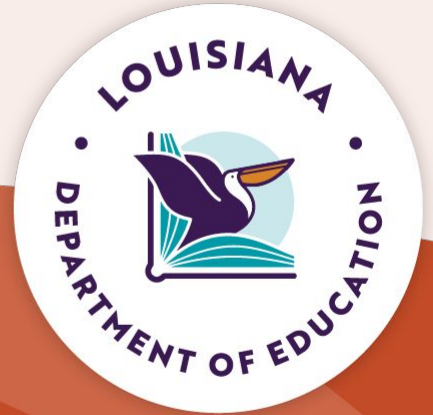


Supports and Resources

- [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.

August 18, at 10:30 a.m.	September 15, at 10:30 a.m.	October 20, at 10:30 a.m.
November 17, at 10:30 a.m.	December 15, at 10:30 a.m.	January 26, at 10:30 a.m.
February 23, at 10:30 a.m.	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 with questions.

