

COMMISSION ON TEACHER CREDENTIALING

1900 Capitol Avenue
Sacramento, California 95814-4213
(916) 445-0184
www.ctc.ca.gov



OFFICE OF THE EXECUTIVE DIRECTOR

BULLETIN

9/02

Teachers and Administrators Can Renew Credentials On-line

Teachers, administrators and other credential holders may now renew their credentials on-line by connecting to the California Commission on Teacher Credentialing's web page at www.ctc.ca.gov.

The new on-line renewal service is available for individuals with the following types of credentials:

- Clear, Professional or Professional Clear Teaching or Services Credential
- 30-Day Emergency Substitute Teaching Permit

Teachers can click on the "California Teacher Credential Look-up and Renewal" link, enter their social security number and date of birth and then enter the credential renewal program.

After following the easy step-by-step process, teachers will be required to enter either a Visa or Master Card account number to complete the renewal process.

Once the renewal process is complete, the teacher will receive an e-mail confirming the transaction.

The on-line renewal process reduces the Commission's processing time from fifteen days to seven days.

This on-line credential renewal option follows the Commission's November 2001 implementation of an on-line look-up allowing the public to review school teachers' credentials and for teachers to review the status of an application and credential.