

Steps to Sarasota County Full-Time District Vocational Certification

After securing employment in a FT Vocational position, you will need to complete the certification process outlined below.

- Complete the district Vocational certificate application with Human Resources. The current fee is \$75.00.
- Provide Industry certification or licensure, if applicable.
- Once the above requirements have been met, the three-year Temporary Certificate will be issued.

- Complete ESOL Category III, 18-hour course in your first year of employment.

- **During this 3-year period, you must complete 12 semester credits in Vocational education from St. Petersburg College (listed below). (Coursework is not required if you hold a valid State issued teaching certificate)**

To obtain the Five-year Renewable Professional Certificate:

- Provide official transcript as proof of completion of the Vocational education courses below.
 1. History and Principals of Career and Technical Education
 2. Basic Teaching Methods: Career and Technical Education
 3. Curriculum Construction: Industrial-Technical Education
 4. Career and Technical Education for Students with Special Needs

- Successfully complete three full years of teaching.
- Complete the Vocational district application for the Five-year Professional Certificate. The current fee is \$75.00.

Please Note: Every five years 120 district inservice credits are required for renewal of the Vocational Professional certificate.