Tips for Renewing your Licensed with TSPC

Lots of information can be found on the TSPC website at: http://www.oregon.gov/tspc

It is highly recommended to send in at least your C-1 and renewal fee 90 days before your license will expire. Right now TSPC is very understaffed and greatly behind. If they receive your C-1 and renewal fee they state that you will be placed into a 120 day “Grace Period.”

According to the TSPC website:

“If you are a veteran teacher renewing your license, so long as your C-1 application and fee has been received prior to the expiration date of your license, then you are by law entitled to a 120-day grace period. This means your license remains active and valid for about 4 months following its expiration date.”

Please keep in mind that because you are placed into a grace period that does not mean your license will be renewed. I highly recommend that if TSPC requests any information that you follow up with them immediately. Being placed into a grace period only means that TSPC has received your C-1 and renewal fee, it does not mean the documents are complete or that they have received all the documentation needed to renew your license.

When renewing your license you may need to work with a “participating ESD” to complete your PEER form.

If you had been in a contract position with 4J during the life of your license then 4J is able to complete a PEER form for you. If that is the case please submit a PDU log to the HR department when it comes time to renew your license. Please allow 30 days to complete the PEER form after we receive your PDU log.

If you had NOT been in a contract position with 4J during the life of your license then you will need to work with one of the participating ESD’s to complete the PEER form. TSPC has set up a webpage with instructions regarding this process. (http://orepdc.k12.or.us/) Once signed up through the site you will receive an email with further instructions on where to send your PDU log.

I would recommend starting this process about 90 days before your license will expire.