

## Certification Frequently Asked Questions

- 1) **How do I get my PPID #?** I have had some students telling me they need to provide a PPID # to apply for certain job openings. A PPID is your *Professional Personnel Identification Number*. This # is unique to you. The intended purpose of the PPID was to create a secure alternative to use instead of Social Security Numbers for reporting and retrieving Act 48 continuing professional education credits and hours. Your PPID # can be obtained by beginning your TIMS application for certification (Teacher Information Management System). As you will recall TIMS is the online system to apply for PA certification. You can't submit this application until May 1<sup>st</sup> at the earliest (your graduation month), but you can REGISTER on the TIMS system to get your PPID # assigned. If you choose to continue your application, you may do so, but DO NOT SUBMIT your application, as this cannot be done until May 1<sup>st</sup> at the earliest.
- 2) **When does my certification expire?** Instructional I certificates qualify teachers to teach for a maximum of six years. The six years need not be continuous, but represent the total number of active years of teaching in any given period of time on the Instructional I. To continue teaching after the six years, teachers must convert their Instructional I to an Instructional II level certification.
- 3) **How do I obtain my Instructional II Certification?** You need the following:
  - A valid Instructional I Certification
  - A minimum of 3 years and a maximum of 6 years teaching experience on an Instructional I Teaching Certificate
  - 24 semester-hour credits beyond a bachelor's degree
  - Completion of an induction program (generally provided by a teacher's school of employment)
- 4) **What are ACT 48 hours?** To maintain Instructional I and II certifications, i.e. to keep them valid, PDE requires a teacher to complete a minimum of 180 Act 48 hours (professional development hours and/or college credits) every five years. According to the Pennsylvania Department of Education, "The goal of professional education is to improve accountability and quality in professional development. PDE strives to establish expectations that include work-embedded experiences with depth and continuity consistent with the Standards Aligned System. Educators must earn six credits or collegiate study; or six credits of PDE-approved continuing professional education courses; or 180 hours of continuing professional education programs, activities or learning experiences; of any combination of the above every five years to maintain active certification status. *Note:* Each semester collegiate credit is equal to 30 continuing education hours. Each quarter collegiate credit is equal to 20 continuing education hours. All credits and hours must be related to an educator's certificate type or area of assignment, unless enrolled in an administrative program or approved by the school board."