Office of Certification Building 6, Suite 550 1900 Kanawha Boulevard, East Charleston, WV 25305 (304)558-7010



1. Applicant Information			2. Disclosure of Background Information				
Social Security Number Birth Date (MM-DD-YYYY)	Prefer Not to Answer		Military Service: ☐ US Veteran or ☐ Spouse of US Veteran	If you answer yes to any question below, submit a narrative with your application. The narrative should include dates, locations, school systems, and any/all other information that explains the circumstance(s) in detail.	YES	ON	Previously Submitted
Last Name Firs (If your name has changed since your last applied) Street Address	cation, proof of name change must be att	tached, e.g. copy of marria	Zip Code	1) Have you ever had adverse action taken against any application, certificate, or license in any state? Adverse action includes but is not limited to the following: letter of warning, reprimand, denial, suspension, revocation, voluntary surrender, or cancellation.			
Primary Phone				Nave you ever been disciplined, reprimanded, suspended, or			
Email (Required) Are you employed by a West Virginia School Sys		discharged from any employment because of allegations of miscon- duct?					
Indi	icate Race and Ethnicity (Check all th	hat apply)		3) Have you ever resigned, entered into a settlement agreement, or			
Hispanic	☐ White ☐ Asian	■ Black/Afric	can American	otherwise left employment as a result of alleged misconduct?			
☐ Middle Eastern/North African (MENA)	☐ American Indian/Alaskan Native	■ Native Hawaiian/C	Other Pacific Islander	4) Is any action now pending against you for alleged misconduct in any school district, court, or be-			
	3. Applicant Signature			fore any educator licensing agency?	\longmapsto		
I swear or affirm under the penalty of false sw best of my knowledge. I understand that any fa denial, suspension, or revocation of the license,	5) Have you ever been arrested, charged with, convicted of, or are currently under indictment for a felony?*						
ANV INTOTTIALION SUDMILLEU UL ULI TELUTU MAV DE	== === our privacy policy los	6) Have you ever been arrested, charged with, or convicted of a misdemeanor? (For the purpose of	oxdot				
	rópen to public inspection and/or publication a	as per our privacy policy lo	cated on our website.	charged with, or convicted of a misdemeanor? (For the purpose of			
Signature of Applicant	open to public inspection and/or publication of	as per our privacy policy lo	cated on our website. Date	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic viola- tions should not be reported.)			
	4. Fingerprinting Informatio	as per our privacy policy loc	cated on our website.	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving			
	4. Fingerprinting Informatio	as per our privacy policy loc		charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be			
Signature of Applicant Fingerprinting instructions at https://wvd	4. Fingerprinting Informatio de.us/certification/certification-info/app	on plication-forms/first-tim		charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or			
Signature of Applicant Fingerprinting instructions at https://wvd	4. Fingerprinting Informatio de.us/certification/certification-info/app V. complete at background through IdentoGo. All	on Il firsttime applicants must	Date ne-application/ have fingerprints processed	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.* *For a YES response to items 5 and 6 included for all charges, including the	6, the fo	ollowing r ∵have be	must be en dis-
Fingerprinting instructions at https://wvd I have previously received Certification in WV I have never held WV Certification and will coby IdentoGo (https://www.identogo.com). A fine	4. Fingerprinting Informatio de.us/certification/certification-info/app V. complete at background through IdentoGo. All	on Il first-time application is reall once the application.	Date ne-application/ have fingerprints processed received by the WVDE.	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.* *For a YES response to items 5 and 6 included for all charges, including the missed:	ose that	t have be	must be een dis-
Fingerprinting instructions at https://wvd ☐ I have previously received Certification in WV ☐ I have never held WV Certification and will comply identoGo (https://www.identogo.com). A fine 5. Superintendent Reco	4. Fingerprinting Information de.us/certification/certification-info/app. de.us/certification/certification-info/app. complete at background through IdentoGo. All agerprint service code will be sent to your e-mommendation (Required if employout the accuracy and truthfulness of the information of the accuracy and truthfulness of the information in	on Il first-time applicants must hail once the application is reported by a WV School mation provided in this app	Date Date Date ne-application/ have fingerprints processed received by the WVDE. Discation. When necessary, I	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.* *For a YES response to items 5 and 6 included for all charges, including the missed: 1) Charging Docume	nose that ent; and	t have be	must be en dis-
Signature of Applicant Fingerprinting instructions at https://wvd ☐ I have previously received Certification in WV ☐ I have never held WV Certification and will or by IdentoGo (https://www.identogo.com). A fine 5. Superintendent Reco I certify that I have reviewed and can attest to have included documentation verifying this in knowledge, the applicant is of good moral chem.	4. Fingerprinting Information and A. Fingerprinting Information de.us/certification/certification-info/app. A. complete at background through IdentoGo. All agerprint service code will be sent to your e-mommendation (Required if emploation to the accuracy and truthfulness of the information. I have reviewed the disclosure	plication-forms/first-time application is read to by a WV School mation provided in this application in the background information informa	Date Date	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.* *For a YES response to items 5 and 6 included for all charges, including the missed: 1) Charging Docume 2) Judgement Ord	ent; and	t have be	must be een dis-
Fingerprinting instructions at https://wvd ☐ I have previously received Certification in WV ☐ I have never held WV Certification and will comply identoGo (https://www.identogo.com). A fine 5. Superintendent Reconstruction in the superior of the super	4. Fingerprinting Information and A. Fingerprinting Information de.us/certification/certification-info/app. A. complete at background through IdentoGo. All agerprint service code will be sent to your e-mommendation (Required if emploation to the accuracy and truthfulness of the information. I have reviewed the disclosure	plication-forms/first-time application is read to by a WV School mation provided in this application in the background information informa	Date Date	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.* *For a YES response to items 5 and 6 included for all charges, including the missed: 1) Charging Docume 2) Judgement Ord 3) Final Disposition	ent; and der; or n; and	t have be	must be en dis-
Signature of Applicant Fingerprinting instructions at https://wvd ☐ I have previously received Certification in WV ☐ I have never held WV Certification and will or by IdentoGo (https://www.identogo.com). A fine 5. Superintendent Reco I certify that I have reviewed and can attest to have included documentation verifying this in knowledge, the applicant is of good moral chem.	4. Fingerprinting Information and A. Fingerprinting Information de.us/certification/certification-info/app. A. complete at background through IdentoGo. All agerprint service code will be sent to your e-mommendation (Required if emploation to the accuracy and truthfulness of the information. I have reviewed the disclosure	plication-forms/first-time application is read to by a WV School mation provided in this application in the background information informa	Date Date	charged with, or convicted of a misdemeanor? (For the purpose of this application, minor traffic violations should not be reported.) Charges or convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.* *For a YES response to items 5 and 6 included for all charges, including the missed: 1) Charging Docume 2) Judgement Ord	ent; and der; or n; and	t have be	must be en dis-



Revised 10.15.2024

Form SN—School Nurse Student Support First Class/Full-Time Permit

Social Security Number:		
Last Name:	First Name:	MI:

Applicant	Employing County	Institution of Higher Education Recommendation			
Name of Institution where you are enrolled/enrolling to complete requirements for certification:	Original First-Class/Full-Time Permit (Certificate 81)Renewal First-Class/Full-Time Permit (Certificate 81-2)Check here if this is a New Assignment	Original Permit (Certificate 81) Candidate is completing a Bachelor's Degree or Master's Degree n Nursing through an accredited IHE and has completed 25% of the program. Candidate holds a Bachelor's or Master's Degree in Nursing and is pursuing a School Nurse certification through a School Nurse licensure program.			
By Signing this Agreement:	Employing County	Candidate has NOT completed 25% of the Bachelor's Degree or Master's Degree in Nursing. Renewal Permit (81-2)			
 A) I am making a formal commitment to complete the IHE approved educational preparation program leading to licensure at the institution named above. B) I agree to furnish this institution with official transcripts from all of the institutions I have attended. 	Location of Position	Candidate has completed six semester hours of coursework in a Bachelor's Degree or Master's Degree in Nursing with a letter grade of "B" or above. Candidate has NOT completed six semester hours of courses in the Bachelor's or Master's Degree in Nursing.			
C) I understand that I must complete at least six semester hours of credit with a minimum 3.0 GPA in each course each year to renew my permit or out-of-field authorization. D) I understand that I must satisfy all course and testing re-	Endorsement Required For Position and Grade Range of Position	Candidate has completed 3.0 Hours of the IHE approved program leading to licensure with a "B" or above in the course for School Nurse. List courses completed for renewal below at the bottom box.			
quirements for the professional license in this specialization (s) within five (5) years from the date of issuance of the original permit or three (3) years if permit is endorsed for superintendent. E) I understand that it is my responsibility to meet the renewal requirements for the First-Class/Full-Time Permit or Out-of-Field Authorization.	Date Candidate Will Begin Position/Continue Position A copy of the job posting for all initial permits is included. The on-line waiver has been submitted (if applicable).	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
I swear or affirm under the penalty of false swearing that all information provided in or with this application is true, correct, and complete to the best of my knowledge. I understand that any false statements, misrepresentations, or omissions of fact in or with this application are grounds for denial, suspension, or revocation of the license(s) that I am seeking or currently hold.	I verify that this candidate is the most qualified individual for a position in which no certified candidate has applied and I have informed the candidate that they must satisfy renewal requirements as specified in WVBE Policy 5202 or they will not be eligible for reassignment to this position.	School Nurse in accordance with the Employing County section on this form. Signature of Designate College Official Date			
		List Renewal Coursework Below			
Signature of Candidate	Signature of Superintendent	Term Course Number & Title Grade Hours			
 Date	 Date				