



Frequently Asked Questions

Teacher Certification – Level I to Level II

1.) Are there fees associated with Level II conversion?

- **YES! \$200.00** - Please note this fee is set by the PA Department of Education and is subject to change at any time, without notice.

2.) Are there any forms that I need to submit to the District?

- **YES!** PDE requires applicants who meet the requirements and have submitted an application, to submit the [PDE 427 Assessment Form](#).
- Submit this form directly to April Borgeson, Human Resources Manager, at Aborgeson@CBSD.org.

3.) Who verifies my work experience in TIMS?

- HR will verify work experience via TIMS, once you have submitted your PDE 427 Assessment form. Delay in completing the PDE Assessment form may delay verification of work experience.

4.) Am I required to convert Level I to Level II?

- **YES!** It is a requirement to convert your certificate to continue employment in a public school entity in the state of Pennsylvania.

Remember to check the **PA Department of Education** website for additional information at: <https://www.education.pa.gov/Pages/default.aspx> and their Certification Frequently Asked Questions page at: <https://www.education.pa.gov/Educators/Certification/CertFAQs/Pages/default.aspx>