LEVEL II REQUIREMENTS:

EMPLOYMENT:

You must obtain full-time employment and teach for a minimum of 160 days in a Virginia accredited K-12 public or state approved private school and work closely with your school mentor.

**Code of Virginia 8VA20-22-90** Alternate Route (b) Level II preparation during first year of employment “Candidate seeks employment in Virginia with the one year Provisional License.”

We do not place candidates nor do we guarantee employment. Our role as a certified program provider is to provide Level I, Level II and Level III training (if necessary) to qualified candidates. It is not the responsibility of Old Dominion University nor the Virginia Department of Education to find or place you in a teaching position /____/. Once you have accepted a position, it is mandatory that you complete the Level II online form. Please enter the required information and click “submit.”

If you need additional support or if you decide to resign your teaching position, contact the Career Switcher office immediately.

SATURDAY WORKSHOPS:

- Register and attend a minimum of five Level II weekend workshops. Required workshops include: ESL, Cultural Diversity and three electives.
- Workshops offered by school divisions are not acceptable.
- Workshop dates and topics will be posted on the ODU Career Switcher website (dates and topics are subject to change).
- You are required to keep track of your Level II training attendance.
- The Career Switcher program will maintain the official record of your attendance.

TEACHING ACCOLADES:
E-mail any teaching accolades you may receive to careerswitcher@odu.edu.

FIVE YEAR RECOMMENDATION:
Once you have successfully completed your Level II requirements, the administrative staff will send the Virginia Department of Education license recommendation form to your school division superintendent office on your behalf. If recommended, your school division superintendent or his or her designee will sign the request form and mail it directly to the Virginia Department of Education. It takes approximately 6-8 weeks to receive your professional license from the Virginia Department of Education.
By signing this form, you acknowledge and understand your obligation during this phase of the program.

**LEVEL II TUITION: (Only for Program Cohorts Fall 15-Current)**
Due upon the acceptance of a full-time teaching position.
Total Cost: $500.00 ($100.00 per workshop).

NAME (PLEASE PRINT)  

SIGNATURE