

Guide to Candidate Options - Renewal, 2019-2020 School Year

[Read this page as a .pdf](#)

Renewal Options for the 2019-20 School Year Due to COVID-19

As we seek to accommodate as many circumstances as possible, we've modified our spring deadlines and **established a new Fall submission window** for this year only.

You have these options:

- Submit your Profile of Professional Growth by June 12
- Submit your Profile of Professional Growth by the new October 16 deadline
- Defer your Profile of Professional Growth to next cycle
 - Use as much of your evidence collected to date as you see fit
 - Receive a one-year extension on your renewal timeline
- Withdraw for a refund
 - Note: the final opportunity to renew for 10 years is to complete in 2019-20 or defer to 2020-21

Take Action:

- After reviewing the Guide to Candidate Options below:
 - You **do not** need to complete the exception form if you plan to submit your PPG by the extended spring deadline of June 12, 2020.
 - If you want to submit in the fall, defer your Profile of Professional Growth to the next cycle, or withdraw, you **do** need to complete the [exception form](#).

Guide to C33 Renewal Candidate Options

To support your decision making, we have established a guide that outlines the most common scenarios. Please review this information carefully, as it is designed to address many questions we have heard and to enable you to make a well-informed decision.

The options and key associated deadlines and dates are summarized below.

[table id=7 /]

Deferring and Your 10-Year Certification:

All Renewal candidates have the option to defer submission of their Profile of Professional Growth to 2020-2021 - even those currently in their last/final Renewal attempt. Additionally, those who defer to the next cycle will be able to complete the current Renewal process and extend their certificate for ten years from the current expiration date. If your certificate is currently set to expire in 2020, do not worry; if you defer, we will add a year to your current certification so it expires in 2021*. If you successfully renew next year, your certificate will be extended to 2030 (the year it would have expired if you renewed this year).

If your certificate is currently set to expire in 2021 and you defer, you will complete the current Renewal process next year. Upon successfully renewing, your certificate will be extended to 2031. If you are not successful in your Renewal attempt, you will be given the option to complete Maintenance of Certification (MOC) in 2021-22, and we will add a year to your current certification so it expires in 2022. Upon successful completion of MOC, your certificate will be extended to 2027.

*Note: We are working to create a verification letter you can share as needed to confirm the one year extension to your certificate. More details will be provided soon.

Scenarios for Candidates for Renewal ([Read as .pdf](#))

1. **I will be able to complete my Profile of Professional Growth by the extended submission deadline of June 12, 2020.**
 2. **I won't be able to complete my Profile of Professional Growth by the June summer extension, but I can by the October 16, 2020 fall extension.**
 3. **I won't be able to complete my Profile of Professional Growth by the extended submission deadline or October 16, 2020 deadline, but I can complete it during the 2020-21 school year for submission in Spring 2021.**
 4. **I won't be able to complete my Profile of Professional Growth by the extended submission deadline, by the October 16, 2020 deadline, or during the 2020-21 school year for submission in Spring 2021.**
-

Scenario 1 - I will be able to complete my Profile of Professional Growth by the extended submission deadline of June 12, 2020.

OPTION: Complete your PPG by the extended deadline

Does this describe you?

You've already collected your evidence for your PPG or can collect the required evidence by the end of the school year*. You'll be able to complete your PPG prior to the submission deadline.

*Read clarifications on submission requirements and forms ([link](#)) for more information.

Why choose this option?

You applied for renewal and school closures did not impact your ability to collect evidence and prepare your material for scoring. You're on track to submit material by the extended deadline.

What do you need to do?

The ePortfolio deadline has been extended to June 12, 2020. You may submit material for scoring if you are able to and choose to.

How will this action impact you?

You'll receive your results by November, 2020. If you successfully renew, your certificate will be extended for an additional 10 years from the current expiration date.

[Back to Top](#)

Scenario 2 - I won't be able to complete my Profile of Professional Growth by the June summer extension, but I can by the October 16, 2020 fall extension.

OPTION: Complete your PPG by October 2020

Does this describe you?

You can't meet all of the requirements for your PPG by the extended deadline, but you could complete your PPG by October 16, 2020.

*Read clarifications on submission requirements and forms ([link](#)) for more information.

Why choose this option?

You applied for renewal and your school plans to open in the fall. After you're back at school, you'll have access to students and the evidence needed to complete your PPG. You don't want to wait until the 2020-21 assessment cycle to renew.

In order to provide flexibility for your submission, you'll be able to **use evidence from September 1 of your 8th/18th year** of certification or later. Read clarifications on portfolio submission requirements and forms ([link](#)) for more information.

What do you need to do?

Complete the COVID-19 [exception form](#) no later than April 30, 2020. If you're unable to reach a decision by April 30, please contact [Customer Support](#).

You'll need to submit your PPG no later than October 16, 2020.

How will this action impact you?

Your results will be released later than November, 2020, but before the close of the 2020-21 registration window. If you successfully renew, your certificate will be extended for an additional 10 years from the current expiration date. Note: If you choose the October submission window and later find that you are able to submit your PPG by June 12, 2020, you will need to contact Customer Support no later than June 19, 2020, to change your option so that your results are released in November, 2020. If you do not notify us, your results will be released with all other October submissions.

[Back to Top](#)

Scenario 3 - I won't be able to complete my Profile of Professional Growth by the extended submission deadline or October 16, 2020 deadline, but I can complete it during the 2020-21 school year for submission in Spring 2021.

OPTION: Defer your PPG until 2021

Does this describe you?

You can't meet all of the requirements for your PPG by the extended deadlines and an October extension, will not meet your needs. You prefer to postpone your submission until the 2020-21 assessment cycle.

*Read clarifications on submission requirements and forms ([link](#)) for more information.

Why choose this option?

You need additional time to manage the affects of COVID-19 on your personal/family life.

You don't have a return to work/school date.

You don't anticipate being able to gather the evidence required to submit your PPG before October 2020.

You do plan to complete your PPG during the next cycle.

In order to provide flexibility for your submission, you'll be able to **use evidence from September 1 of your 8th/18th year** of certification or later. Read clarifications on portfolio submission requirements and forms ([link](#)) for more information.

What do you need to do?

Complete the COVID-19 [exception form](#) no later than April 30, 2020. If you're unable to reach a decision by April 30, please contact [Customer Support](#).

Your renewal fees will not be refunded. When registration opens for the 2020-21 cycle, we will automatically process your application and fee waiver, defaulting your application to the 2020-21 cycle.

We're still in the process of establishing when the new registration window will open. More information will be shared as soon as possible.

If you have already uploaded files to the ePortfolio site, the material will not be available to you after your deferral is processed. You will need to remove any uploaded material prior to April 30, 2020.

You'll complete your deferred PPG following the 2020-21 cycle dates and deadlines.

How will this action impact you?

If you are an NBCT in your 9th/19th year, you will:

- be allowed to complete the current renewal process in 2020-21
- have your current certificate expiration date extended to 2021
- upon renewal, your certification expiration will be extended to 2030

If you are an NBCT in your 8th/18th year, you will:

- be allowed to complete the current renewal process in 2020-21
- upon renewal, your certification expiration will be extended to 2031

If you do not successfully renew in 2020-21, you will:

- be provided an additional opportunity to complete Maintenance of Certification (MOC) in 2021-22
- have your current certificate expiration date extended to 2022
- upon maintaining your certificate, your certification expiration will be extended to 2027

You may submit evidence gathered as early as September 1 of your 8th/18th year of certification.

No refunds will be provided for purchases deferred to 2020-21.

[Back to Top](#)

Scenario 4 - I won't be able to complete my Profile of Professional Growth by the extended submission deadline, by the October 16, 2020 deadline, or during the 2020-21 school year for submission in Spring 2021.

OPTION: Withdraw from the current cycle (2019-20)

Does this describe you?

You can't meet all of the requirements for your PPG by the extended deadlines and neither an October extension, nor a deferment to 2021, will meet your needs. You prefer to withdraw your renewal application for a refund.

Why choose this option?

You need additional time to manage the affects of COVID-19 on your personal/family life.

You don't have a return to work/school date.

You don't anticipate being able to gather the evidence required to submit your PPG before October 2020.

You don't know if you'll be able to complete your PPG during the next cycle.

What do you need to do?

Complete the COVID-19 [exception form](#) no later than April 30, 2020. If you're unable to reach a decision by April 30, please contact [Customer Support](#).

No additional 10 year renewal opportunities or exceptions will be provided.

If you are in your 8th/18th year of certification, and choose to reapply in 2020-21, you will be required to complete the Maintenance of Certification (MOC) process; no additional renewal opportunities will be provided.

If you are in your 9th/19th year of certification, your certification will expire in 2020 and you will need to start candidacy anew if you wish to regain your NBCT status.

You will receive a refund of the renewal payments you have made to date (any Third Party payments will be returned to the source).

If you have already uploaded files to the ePortfolio site, the material will not be available to you after your deferral is processed. You will need to remove any uploaded material prior to April 30, 2020.

How will this action impact you?

No additional 10 year renewal opportunities or exceptions will be provided.

If you are in your 8th/18th year of certification, and choose to reapply in 2020-21, you will be required to complete the Maintenance of Certification (MOC) process; no additional renewal opportunities will be provided.

If you are in your 9th/19th year of certification, your certification will expire in 2020 and you will need to start candidacy anew if you wish to regain your NBCT status.

You will receive a refund of the renewal payments you have made to date (any Third Party payments will be returned to the source).

[Back to Top](#)

The National Board will be sending an email to all Third-Party Payers to reiterate the options that are available to candidates and provide additional detail about how funds will be handled for candidates choosing each option.

We have prepared a letter for candidates to send to Third-Party Payers (e.g., school districts, state agencies, nonprofit organizations) that financially support their candidacy. This letter outlines the National Board's candidate options and requests that Third-Party Payers introduce similar flexibilities to support candidates during the Covid-19 pandemic. [You can access the letter here.](#)