

GOVERNMENT OF THE VIRGIN ISLANDS
VIRGIN ISLANDS BOARD OF EDUCATION



Professional Staff Certification

Review Checklist

The Virgin Islands Board of Education, (VIBE) is dedicated to ensuring that each child receives a quality education. As such, we are diligent in helping educators reach their potential and achieve proper certification. The document below is used by our internal staff to review certification applicants and note their required qualifications.

This document is provided for public information and to help make educators more aware of our internal process in hopes that it will assist them as they seek certification through VIBE.

CERTIFICATION FILE CHECKLIST

PLEASE INDICATE THE ITEMS THAT WERE RECEIVED FOR EACH APPLICANT BY COMPLETING THE APPROPRIATE BOX IN THE TABLE BELOW.

NAME: _____

DATE: _____

REVIEW AREA(S): _____

DATE OF ENTRY: _____

ITEM	YES	NO
CERTIFICATION FEES: (\$30 PAPER) (\$15 ID) (\$10 DUPLICATE)		
Police Report		
Transcript		
Resume		
Other:		
Post Graduate Degree (Ph.D. , Ed.D., etc.)		
Master's Degree		
Bachelor's Degree		
Praxis Exam Scores		
PROFESSIONAL EDUCATION COURSES		
a. Foundations of Education		
b. Education Psychology		
c. Education Technology		
d. Measurement & Evaluation		
e. Classroom Management		
f. Student Teaching		
g. Introduction to Special Education		
h. Content Requirement Met		
i. V.I. History		
Findings:	Effective Dates	