

**Individual Professional Development Plan:
Guidelines for Review by the LPDC**

Educator:

Certificate:

Date Submitted to LPDC:

Renewal Date:

Date Reviewed by LPDC:

Review checklist for the LPDC:

YES	NO	N/A	THE IPDP PROPOSAL:
			Is legible
			Is thorough and complete
			Is clear and specific
			Establishes goals that are in the best interests of the educator, students, and district
			Relates to established district and/or building goals as applicable
			Proposes university hours and CEU activities that relate to the area(s) of certification/licensure
			Indicates hours and CEUs proposed for renewal that are within the life of the certificate/license
			Contains documentation as necessary to support the proposal

This proposal has been:

Approved

Denied for the reasons listed below - educator should modify and resubmit for approval:

Signature of LPDC Chairman: _____ Date: _____