



Career Pathway Renewal Application

Registry Id Number:
First Name:
Last Name:
<input type="checkbox"/> I have reviewed my registry profile and my contact information and employment information is correct.

Please indicate one of the following:

I have completed and/or taught at least three college credit semester hours in the past three years that can be linked to WV Core Knowledge and Core Competencies.

To verify this statement, I have uploaded either a copy of an official college transcript showing completed coursework or a statement from the institution indicating that I have provided one complete semester of instruction. I understand that it is my responsibility to demonstrate that coursework links to the WV Core Knowledge and Core Competencies and provide course description if the course title is not sufficient. I understand that any course used for renewal consideration must be received from or accepted by a regionally accredited institution of higher education.

I have completed 45 contact hours of training in the past three years that can be linked to WV Core Knowledge and Core Competencies.

To verify this statement, I have uploaded Certificates of Training Attendance unless WV STARS has tracked the training attended or has the certificates on file. I understand that WV STARS Registered Training must account for a minimum of 30 of the 45 required hours, and WV STARS can consider a maximum of 15 hours of training that is not WV STARS Registered towards renewal. I understand that any training used for consideration that is not registered must be linked to WV Core Knowledge/Core Competencies. Participants that are unsure about the hours tracked by WV STARS are encouraged to access their WV STARS Professional Development Record.

Please login to your registry account and upload this completed form under step 6 of your profile. Applications will be verified and processed by WV STARS staff. You will receive an approval email and your new certificate will be mailed to the address listed on your profile. If your renewal application is not approved, you will receive an email letting you know what needs to be completed. For step-by-step instructions on uploading your renewal application, please view the [Guide for Renewing Your Career Pathway Certificate](#).

West Virginia State Training and Registry System

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