

CertAlert

# CERTIFICATION ALERT

Connecticut Educator Certification News from  
The Connecticut State Department of Education



February 2018

## Certification Window Closing

**The Connecticut State Department of Education's customer service window for educator certification will be closed, effective March 12, 2018. The last day of staffing at this window will be Friday, March 9, 2018.**

The Connecticut State Department of Education will continue to accept documents delivered in person from educators applying for certification. Whether applying for first time certification, renewing an existing certificate or adding a new certification area, educators may still enter the state office building at 450 Columbus Boulevard from 8am to 5pm and leave applications and/or supporting documents in the secure drop box conveniently located near the entrance.

Please note that most applications\* may be submitted online via the Connecticut Educator Certification System (CECS) at <http://sdeportal.ct.gov/cecscreateuser/default.aspx>. For online applications, fees may be paid online with a MasterCard, Visa or Discover Card.

You may also submit documents by US mail to:  
Bureau of Educator Standards and Certification  
Connecticut State Department of Education  
P. O. Box 150471  
Hartford, Connecticut 06115-0471

And by delivery service to:  
Bureau of Educator Standards and Certification  
Connecticut State Department of Education  
450 Columbus Boulevard, Suite 503  
Hartford, CT 06103-1841

Note: Requiring a signature for mail delivery may cause delays.

\*ED 170A Short Form applications are not accepted online.



Connecticut  
State  
Department  
of Education