

Clarification for CTLE Time Frame

The 5-year registration cycle is the CTLE time frame. The glitch this year is that certificate holders can register prior to their birth month, so individuals who do this naturally think that their 5-year CTLE cycle begins in the month that they register. However, **their registration cycle will actually begin in their birth month.**

From SED's website:

Example 1: If a certificate holder's birthday is in June, 2016, he or she is not required to register until June, 2017; the 5 year registration period would be until 05/30/2022.

Example: If the [initial] certificate holder receives [professional] certification in July 2016 and has a birth date of 05/20, they will be automatically registered upon [receiving the] certification. Their registration [CTLE cycle] will expire 5 years prior to their next birth month (04/30/2022).

Once individuals understand this, they typically ask if CTLE hours they have completed prior to their birth month will count for their first 5-year cycle. The answer is 'yes' for CTLE hours completed after July 1, 2016. Here is what SED has on its FAQ:

1. Can professional development completed before registration be counted towards the 100 hours required during a five year period, or does the five years begin on the day you register?

a. CTLE completed from an approved sponsor on or after July 1, 2016, but before the individual's birthday month (at which time the individual *must* register) will be permissible. However, CTLE hours cannot be carried over from one five year registration period to a subsequent five year period.

Hope this helps.