

Licensure

All applications for licensure will be processed out of Dr. Sarah Harrison-Burns office at the Thayer School of Education on the main campus upon posting of the final transcript.

You must complete **Form A** and attach a **\$55 check** made payable to NCDPI and then send to:

**Theresa Hopkins, Academic Advisor
Wingate University --- Graduate School of Education
Post Office Box 3549
Matthews, NC. 28106**

Once your paperwork has been received it will be forwarded to the Registrar's Office, processed through the Thayer School of Education, and submitted to NCDPI.

Note: Anytime you make a change to a license in the state of North Carolina you must complete an application for licensure and include a check for \$55 to NCDPI Licensure Division

Therefore, the following degree programs - MAT, MAED, EDLD, MAPE, MAHPE, Ed.S, and Ed.D - must complete the application for licensure (Form A) and submit along with a check for **\$55 check** - to Theresa Hopkins.
The check must be made out to **NCDPI Licensure Division**

The Add-On Licensure Program students must also complete the application and return with a **\$55 check** made out to **NCDPI Licensure Division**.

We encourage you to submit your application and check for licensure during the semester you complete the program.

FYI - The state department processing time is approximately 4 to 6 weeks after receiving the paperwork from the University.

Please contact:

Theresa Hopkins (704-849-3403 or t.hopkins@wingate.edu)

Lisa Wood (704-233-8127 or l.wood@wingate.edu)

If you have additional licensure questions:

Dr. Harrison-Burns (704-233-8128 or shburns@wingate.edu)