



New Mexico Professional Development Dossier Licensure Advancement from Level 1 to 2 Verification Form

Directions to Level 1 Teacher: Prior to submission of your PDD, 1.) Submit a copy of your dossier to your campus administrator for verification. **3.)** Complete and sign this form. **4.)** Provide the **original** hard copy to Lupita Chavez, Human Resources Department Director. **5.)** Submit your reviewed and verified PDD to NM PED, www.teachnm.org. **6.)** Teacher submits strand A, B and C. **7.)** Human Resources Director submits strand D and E.

Name of Candidate: _____

Please print legal name

School Site: _____

PDD VERIFICATION

I certify that the work in the dossier is solely that of the above-named candidate. Using all or part of a dossier developed by another and representing it as one's own is a violation of Board Policy GBEB, Staff Conduct, and may result in dismissal or termination of employment.

Teacher Signature: _____ Date: _____

Verified by: _____ Date: _____
Campus Administrator

Please submit original hard copy of this form with all signatures to Lupita Chavez, Licensure Coordinator, Human Resources Department.

Teachers, it is recommended that you make a copy for your personal files.

Approved 4/15/2021