

To check your MyPLC transcript:

- o Go to MyPLC
- o On the top menu bar, click on Transcript.
- o Scroll down to your credit bank, prior to your actual transcript. The table below your transcript is a full record of all professional development taken. Your credit bank indicates your current validity period. For questions or additional assistance with your transcript and in-service points, please contact pdcc@yourcharlotteschools.net or 941-255-7675.

The validity period is 5 years prior to your current expiration date. Example, if certificate expires on 6/30/2025 your validity period is 7/1/2020 to 6/30/2025.

During the last school year of your validity period, you will receive confirmation of your in-service points and status towards renewal from PDC by the end of the of August. This information will be sent to you via email to your school account.

In-service credit hours required for renewal: (120 total hours)

- o 100 Generic In-service
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