

Framingham State University
Division of Graduate and Continuing Education (DGCE)

Endorsement Request

- Go to the college's Educator Licensure Information web site to obtain a licensure application checklist. The site is linked from the DGCE home page (www.framingham.edu/dgce). Complete all steps on the checklist.
- Complete this form and return it to the Division of Graduate and Continuing Education.
- If you are currently licensed, *include a copy of your educator license(s) with this form.*

_____ Last Name _____ First Name _____ Middle Name

**Other last name(s) your records may be listed under _____

List the licenses you currently hold and include a copy of your licenses with this form.

Field _____ Level _____ Type (circle one): Preliminary Initial Professional

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License for which you are requesting endorsement:

Field _____ Level _____ Type (circle one): Initial Professional

Please submit a separate form for each endorsement you are requesting.

Address _____ Degree program _____

City _____ State _____ Zip _____ Student ID _____

Phone _____ Email _____

Social Security Number _____ Date of Birth _____

Have you completed a practicum as part of your licensure program requirements? Yes ___ No ___

Do you have any courses left to be completed for your degree program? Yes ___ No ___ If Yes, please list them.

Anticipated or actual date of completion:

May (Year) _____ August (Year) _____ December (Year) _____ January (Year) _____

I am requesting licensure endorsement and authorize the Licensure Officer to use information on this form, including my social security number and date of birth, to complete the endorsement process:

_____ Candidate's Signature

_____ Date

Please return this request form in person or by postal mail to:

Framingham State University
Division of Graduate and Continuing Education
100 State Street
Framingham, MA 01701

Licensure Officer's Use Only	
PCD _____	
ED _____	Initials _____

*The Licensure Officer must use this information to complete the endorsement for your license with the Massachusetts Department of Elementary and Secondary Education (ESE). The Licensure Officer will only use the information to complete licensure-related processes.