
Formal License Request

A formal license is a printed copy of your license for your records or display and is not required to verify licensure. Details of a current license are available to view and print through your online account.

If your license has expired, a License Verification Request Form will need to be submitted.

Video Tutorials:

[Register and create an account in the Online Licensing System](#)

[Print your Educator License Details](#)

[License Verification Request Form](#)

Contact:

E-mail address: aoe.licensinginfo@vermont.gov

Phone: 802-828-3440

Formal License Request

Date: _____

First Name on file: _____

Last Name on file: _____

Last four digits of Social Security # XXX- XX- _____

Mailing Address:

I request a formal license be mailed to me at the address listed above for the following license(s):

- Temporary License (Emergency, Provisional, or Apprenticeship)
- Level I License
- Level II License
- Retired License

Signed: _____

Include a check for \$10, made out to the Agency of Education and mail to the address below.

Vermont Agency of Education
Education Quality
1 National Life Drive
Davis 5
Montpelier, VT 05620