

## **NEW ONLINE NC TEACHING LICENSE APPLICATION PROCESS THROUGH NORTH CAROLINA DEPARTMENT OF EDUCATION**

**This is a very user friendly, online process IF you read and follow the directions very carefully.**

1. Go to [www.dpi.state.nc.us](http://www.dpi.state.nc.us) (North Carolina Public Schools)
2. Go to Department drop down menu - choose Licensure
3. Scroll down and click on NCDPI Online Licensure System
4. Click on NCDPI Registration to create a new online account

**\*\*\*YOU MUST COMPLETE THE ONLINE APPLICATION WITHIN 30 DAYS FROM THE TIME YOU START THE PROCESS OR YOUR APPLICATION WILL BE AUTOMATICALLY DELETED.\*\*\***

**\*\*\*YOU MUST MAKE SURE YOUR TRANSCRIPTS INDICATE YOUR NEW ( or UPDATED) DEGREE BEFORE ATTACHING THEM TO THE ONLINE APPLICATION PROCESS.\*\*\***