



Massachusetts Department of Elementary and Secondary Education

Office of Educator Licensure
75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-6600
TTY: N.E.T. Relay (800) 439-2370

Educator Licensure Application Change Request: Remove Idle Status

First Name

Last Name

MI

Mailing Address

MEPID, License, or Social Security Number

Email Address (mandatory)

Phone Number

I am officially requesting that my following Massachusetts Educator License Application(s) be removed from "Idle" status as I would like to obtain said license(s). I understand that the Licensure Office will review the history of my application(s) and place it/them in one of the following statuses: Not ready, Ready for review or Pending.

<u>Field (Content Area)</u> <i>Ex: Mathematics</i>	<u>Grade Level</u> <i>Ex: 5-8</i>	<u>Type</u> <i>Ex: Preliminary</i>

Signature:

Date:

Important Notice:

If you received an Idle Notification email/correspondence and your application(s) have changed to Idle status; please call the Office of Educator Licensure Call Center at (781)338-6600 for assistance with removing your application(s) out of Idle status.

Please note: This document can be uploaded directly into your ELAR account.

For directions on how to upload, please visit www.mass.gov/ese/licensure and select the How to Use the ELAR Portal link in the left navigational bar.