Verification of Program Completion

1. Print the Verification of Program Completion form from the NJDOE website. [http://www.state.nj.us/education/educators/license/tcis/](http://www.state.nj.us/education/educators/license/tcis/)

2. Forward the Verification of Program Completion form to us with the top portion completed. ***If you are applying for ESL, Bilingual/Bicultural or a world language, also forward copies of your OPI and WPT results.***

3. The fee for the completion of the Verification of Program Completion form is $25 for one - five forms. Your fee is _____ for ____ forms. ***If you are paying by credit card, please forward a copy of your receipt to us.***

4. We will complete the remainder of the form and return it to you.

5. Send to the NJDOE the following:
   1. Verification of Program Completion
   2. Oath of Allegiance
   3. Official Transcript
   4. If applicable - copies of OPI’s and WPT’s

PAYMENT INFORMATION:

- Checks and Credit Cards are accepted
- Checks payable to: Richard Stockton College of NJ
- Credit Cards: IMPORTANT:
  1. On the “Company Name” line, type: “School of Education – Verification”
  2. Remember to forward a copy of your receipt to us.
  3. Click here to pay by credit card: [https://intraweb.stockton.edu/eyos/page.cfm?siteID=226&pageID=41&off=burs](https://intraweb.stockton.edu/eyos/page.cfm?siteID=226&pageID=41&off=burs)