


## Professional Development Points

Professional development points are awarded for qualifying level of effectiveness scores and for qualifying professional development such as trainings, seminars and course work. PDPs for qualifying level of effectiveness scores will be awarded automatically in the TNCompass system once the level of effectiveness score is available in TNCompass for the academic year. The educator would need to submit PDP requests for all other qualifying professional development activities.

 Please refer to the Office of Educator Licensing website for more information and frequently asked questions regarding professional development points.

<https://www.tn.gov/education/licensing/licensure-resources/professional-development-points.html>

<https://www.tn.gov/content/tn/education/licensing/licensure-resources/professional-development-points/pdp-faq-for-educators.html>

## Contents

Locate professional development points section .....	2
Add professional development requests .....	3
View pending and unapproved PDPs .....	6
View accumulated PDPs .....	7

## Locate professional development points section

- Click **My Educator Profile**.

Home

Welcome to TNCompass!

Application Quick Links

- My Educator Profile
- Account Information
- Apply for CTE

My Observation Status

Required Domains  
Teacher @ Anderson County (00010)

- Inst 0/2
- Plan 0/1
- Env 0/1
- Prof 0/1

Transactions

No transactions have been initiated for the educator

- Click **Licensure**.

Mary Teacher (00010-0010) (803588926)

Evaluations Licensure Transactions Staff Assignments

2018-2019 / Anderson County / Teacher Evaluation

View all evaluation(s)

Print to PDF

Evaluation	
Academic Year	2018-2019
LEA	Anderson County (00010)

Level of Effectiveness	
Category / Option	(blank)
Score Status	Pending required score(s)

- Scroll to **Professional Development Points**.

Professional development points are shown in two categories: Overall Evaluation Scores and Training, Coursework, or National Board Certifications.

Professional Development Points 0 pending requests Add PDPs

Overall Evaluation Scores

Evaluation	Category	Description	Date Awarded	Points Earned
2018-2019 / Anderson County / Teacher	Overall Evaluation Score		06/01/2019	0
2017-2018 / Anderson County / Teacher	Overall Evaluation Score		06/01/2018	15
2016-2017 / Anderson County / Teacher	Overall Evaluation Score		06/01/2017	15
2015-2016 / Anderson County / Teacher	Overall Evaluation Score		06/01/2016	10
2014-2015 / Anderson County / Teacher	Overall Evaluation Score		06/01/2015	10

Training, Coursework, or National Board Certifications

Date Attended	Type	Description	Status	Status Date	Clock Hours	CEUs	Points Accrued
08/31/2018	Training (Academy / Institute / Seminar / Conference)	Enter title of professional de	Awarded	Principal (00010-0010), Paul M (09/03/2018)	2.0	0.0	2.0
04/15/2016	College / University Coursework	Elementary Interventions	Awarded	N/A	5.0	0.0	5.0
04/01/2016	Training (Academy / Institute / Seminar / Conference)	Blended Learning: Lesson Plan	Awarded	N/A	6.0	0.0	6.0
03/12/2016	Training (Academy / Institute / Seminar / Conference)	Technology in the Classroom	Awarded	N/A	5.0	0.0	5.0
03/12/2016	Training (Academy / Institute / Seminar / Conference)	Blended Learning: Environment	Awarded	N/A	0.0	2.0	10.0

## Add professional development requests

- Click **Add PDPs**. This will open the PDP Wizard.

Professional Development Points 1 pending request Add PDPs

Overall Evaluation Scores

Evaluation	Category	Description	Date Awarded	Points Earned
2018-2019 / Anderson County / Teacher	Overall Evaluation Score		06/01/2019	0
2017-2018 / Anderson County / Teacher	Overall Evaluation Score		06/01/2018	0

- Select the **Type of Activity**.

Mary Teacher (00010-0010) (803588926)

PDP Wizard

- Add PDP(s)
- Attach Supporting Documents
- Review & Submit
- Completed

Type of Activity \*

Select an option

- Select an option
- College / University Coursework
- Micro-credential
- National Board Certification
- Training (Academy / Institute / Seminar / Conference)

Date Completed \*

MM/DD/YYYY

+ Add

- Enter the **Date Completed**.
- Enter the **Clock Hours** or **Continuing Education Units (CEU's)**. A value should only be entered in one category and should match the interval provided on the certificate for the activity.
- Enter the **Course Title/Seminar Name/Title**.
- Click **+Add**.

**PDP Wizard**

- Add PDP(s)
- Attach Supporting Documents
- Review & Submit
- Completed

**Type of Activity \***

Training (Academy / Institute / Seminar / Conference)

**Date Completed \***

08/31/2018

Clock Hours

2

Continuing Education Units (CEUs)

e.g. 1.0, 1.5

**Course Title/Seminar Name/Title**

Enter title of professional development activity

**+ Add**

**Professional Development Points**

Type of Activity	Course / Title / Seminar	Date Completed	Clock Hours	CEUs	Semester Hours	Points Accrued
No new professional development points added.						

- Repeat the steps above to add additional professional development activities.
- Click the trash can icon to delete the activity.
- Click **Continue** when ready to proceed.

**PDP Wizard**

- Add PDP(s)
- Attach Supporting Documents
- Review & Submit
- Completed

**Type of Activity \***

Select an option

**Date Completed \***

MM/DD/YYYY

**Course Title/Seminar Name/Title**

Course Title/Seminar Name/Title

**+ Add**

**Professional Development Points**

Type of Activity	Course / Title / Seminar	Date Completed	Clock Hours	CEUs	Semester Hours	Points Accrued
Training (Academy / Institute / Seminar / Conference)	Enter title of professional development activity	08/31/2018	2	0	0	2

Cancel

**Continue**

Each professional development activity entered will need documentation to show the date of completion, the hours or CEU's, and the subject of the activity. The documentation can be condensed to one document or a separate document can be attached for each activity.

- Click **Add Attachment**.

**PDP Wizard**

- Add PDP(s)
- **Attach Supporting Documents**
- Review & Submit
- Completed

Attachment Name	Attachment Type	Description
No attachments.		
<p><b>+ Add Attachment</b></p>		

Back

Cancel

**Continue**

- Click **Choose File** to select a file from the computer.
- Select the **Attachment Type** from the dropdown menu.
- Enter a brief **Description**

- Repeat the steps above to add additional documentation.
- Click the red trash can icon to remove an attachment added in error.
- Click **Continue** after all documentation has been added.

- A verification page will display. Click **Submit**.

Type of Activity	Course / Title / Seminar	Date Completed	Clock Hours	CEUs	Semester Hours	Points Accrued
Training (Academy / Institute / Seminar / Conference)	Enter title of professional development activity	08/31/2018	2.0	0.0	0.0	2.0

Attachment Name	Attachment Type	Description
testing.pdf	PDP Transcript	PDP verification

- A confirmation message will be displayed.
- Click **Return to Profile**.

**PDP Wizard**

- Add PDP(s)
- Attach Supporting Documents
- Review & Submit
- 🏠 **Completed**

✔ Thank you for submitting your Professional Development Points. Your points will be evaluated by your school district if you are currently employed in a Tennessee school district. If you are not teaching in a Tennessee school district your PDPs will be evaluated by the Office of Educator Licensure and Preparation. Once they have been approved or denied you will be able to view the approval status on your TNCompass profile. Once you have submitted your PDPs, you must navigate to the transaction tab and complete a renewal or advancement transaction. Until the transaction status says "Pending OELP Review," the Office of Educator Licensure and Preparation has not received your application.

[Return to Profile](#)

## View pending and unapproved PDPs

- Click **View Unapproved PDPs**.

Training, Coursework, or National Board Certifications

Date Attended	Type	Description	Status	Status Date	Clock Hours	CEUs	Points Accrued
04/15/2016	College / University Coursework	Elementary Interventions	Awarded	N/A	5.0	0.0	5.0
04/01/2016	Training (Academy / Institute / Seminar / Conference)	Blended Learning: Lesson Plan	Awarded	N/A	6.0	0.0	6.0
03/12/2016	Training (Academy / Institute / Seminar / Conference)	Technology in the Classroom	Awarded	N/A	5.0	0.0	5.0
03/12/2016	Training (Academy / Institute / Seminar / Conference)	Blended Learning: Environment	Awarded	N/A	0.0	2.0	10.0

[View Unapproved PDPs](#)

- Pending PDP requests can be deleted, if desired, by click the red trash can icon.

[Hide Unapproved PDPs](#)

Unapproved Professional Development Points

Date Attended	Type	Description	Status	Status Date	Reason	Clock Hours	CEUs	Points	
08/31/2018	Training (Academy / Institute / Seminar / Conference)	Enter title of professional de	Pending	N/A	N/A	2.0	0.0	2.0	
01/01/2018	College / University Coursework	tetrer	Pending	N/A	N/A	0.0	0.0	50.0	

- Any denied PDP requests will be displayed with the person, date, and reason for denial.

[Hide Unapproved PDPs](#)

Unapproved Professional Development Points

Date Attended	Type	Description	Status	Status Date	Reason	Clock Hours	CEUs	Points
01/01/2018	College / University Coursework	tetrer	Denied	Principal (00010-0010), Paul M (09/03/2018)	Inadequate documentation	0.0	0.0	50.0

# View accumulated PDPs

To view the PDPs accumulated towards the next licensure renewal:

- Locate the license type.
- Click **Details**.

License Type	Status	Effective Date	Expiration Date	Endorsements
Professional - 6 Year	Active	09/01/2016	08/31/2022	120
Apprentice Teacher	Inactive	08/10/2011	08/31/2016	

- The accumulated PDPs will show above the endorsements section.

Endorsements	Code	Name	Status	Issue Date	Expiration Date
	120	Elementary Education K-5	Active	05/29/2018	08/31/2022

