

Licensure and Certification

CERTIFICATION PAYMENT PROCESS

I. Payment for application processing fee – There are two options for payment.

Option 1 (This option is preferred.)

Complete online payment for certification.

Directions to pay online:

- 1) Go to <https://www.alabamainteractive.org/education/>
- 1) Under Number of Certificates – select one
- 2) SKIP Fingerprints / Background Check
- 3) SKIP Substitute License
- 4) Click continue
- 5) Complete payment page.
- 6) Print payment receipt page. (Attach printed payment receipt to application.)

Option 2

Money order – from post office

Amount \$30.00

Payable to: Alabama State Department of Education

Attach money order to application – Place last four digits of social security number on the money order also

If you are seeking more than one certification, then you will need to bring additional receipts for each additional certification.

II. Certification application information:

- 1) Record of Education: name of college or university, location, dates attended, degree
- 2) Date APTTP was taken and if score was submitted.
- 3) Date Praxis II was taken and if score was submitted.