

# Steps for Requesting an Exam Provision Removal



**Step One: Log into OPAL your portal. If you have an outstanding exam provision(s), select the option for a provision removal request under online services.**

### Self Reported Teaching Experience

State	From Date	To Date	Actions

[Add](#)

### Status of Most Recent Application

Intake Review

Analyst Review

Background Review

License Approved

● Not Started / Not Applicable   ● Approved  
● In Progress   ● Deficiency

### Personal Info

First Name : \_\_\_\_\_ Last Name : \_\_\_\_\_  
Middle Name : \_\_\_\_\_

### Address Detail

### Online Services

Renewal applications will be available once you are within nine months of your current expiration date (for Standard and Professional licenses) or when you have cleared all provisions from your license (for Provisional licenses). The Extension Request application will be available once your license and/or provision expiration is within six months. The Extension Request application will not be available if you have another application in progress and you must first delete that application before you will be able to complete and submit an Extension Request. Please note that you will not be able to request an extension once a renewal application has been submitted. Please hover your cursor over the application links for additional details on each application.

**Uncleared Provisions Exists**

- [Add additional endorsement\(s\) to an existing license](#)
- [Remove a provision from an existing license/endorsement](#) ←
- [Omit/surrender a current license or endorsement](#)
- [Name Change with supporting documentation](#)
- [Add new license- Initial/ARL/Substitute](#)

### Employment

[Edit](#)

District of Employment : \_\_\_\_\_

### Application History

Application	Submitted On	Status
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## Step 2: Select the exam provision(s) you would like to remove and select No for course work provision.

**Remove License/Endorsement Provision Application**

**Application Instructions**

**IMPORTANT:** Official college or university transcripts must be submitted with this application. Photocopies and faxes of transcripts are not accepted. Electronic official transcripts will be accepted only if they are transmitted directly to the Department of Education from an accredited college or university if the institution is its own clearinghouse, or a recognized clearinghouse such as e-Script. The recipient email address of electronic official transcripts is [transcripts@doe.nv.gov](mailto:transcripts@doe.nv.gov). Hard copies of official transcripts can be mailed to:

Nevada Department of Education  
Office of Educator Licensure  
2080 E. Flamingo Road, Suite 210  
Las Vegas, NV 89119

If your transcripts are under a previous or different name, please also submit to the NDE a copy of your marriage certificate, divorce decree, or other relevant court documentation proving the legal name change. You may upload the PDF document where you uploaded your PDF copy of your driver's license. Failure to provide this required information may result in a delay in application processing or the denial of your application.

Additional documentation such as a course description or syllabus may be requested. Any documents other than transcripts should be uploaded directly into this request. Please note that all documents must be in a PDF format.

**License/Endorsement Provision**

Remove	Type	Endorsement	License Provisions	Additional Text	Due Date
<input checked="" type="checkbox"/>	License		Praxis Core Academic Skills For Educators Exam: Reading (5713)		2023
<input checked="" type="checkbox"/>	License		Praxis Core Academic Skills For Educators Exam: Writing (5723)		2023
<input checked="" type="checkbox"/>	License		Praxis Core Academic Skills For Educators Exam: Mathematics (5733)		2023
<input type="checkbox"/>	Endorsement	Early Childhood Developmentally Delayed	To convert your Interim Route to Certification (IRC) endorsement you must complete all required coursework for this endorsement and submit a minimum of two (2) effective annual employer evaluations in the area of endorsement.		2025

1. Are you submitting a request to remove a course work provision: \*

Yes  No

## Step 3: Upload exam score reports in PDF format (if they are not on file), then select save and submit.

1. Are you submitting a request to remove a course work provision: \*

Yes  No

Upload all supporting document(s)

Document Type	Date	Link	Action
No Record Found			

Document Type: \* -Select DocumentType-

Document: \* Drop file here to upload or click here to browse and select file(s) to upload.

Only PDF files are allowed

[Click here to complete Upload](#) [Cancel](#)

[Save](#) [Save and Submit](#)