

EPIC Substitute Teacher Training

Course Completion:

- Candidates who complete all course requirements and submit all assignments and assessments with a passing score of 80% or better on each during the assigned class window will receive an EPIC “Certificate of Completion.”
- This “Certificate of Completion” is only one step in the process to become a Substitute Teacher in WV if you are a new candidate. We will review the process within the class, but you will use this “Certificate of Completion” as part of your application when applying for substitute teaching jobs.
- Renewal candidates will provide a copy of the “Certificate of Completion” to your county of employment, and they will help you apply for your renewal permit with the WV Department of Education.
- The “Certificate of Completion” will be issued to the candidate within 5 business days of receiving the final passing assignment. We will also notify your home county and/or county/counties of interest that you have finished the class and will provide them with a copy of the “Certificate of Completion” if requested.

PLEASE NOTE: EPIC cannot guarantee that you will be hired by a WV county school system or WV education service cooperative upon completion of the class.