TEACHER EDUCATION & CERTIFICATION

STATE OF ALASKA,
DEPARTMENT OF ADMINISTRATION,
DIVISION OF RETIREMENT & BENEFITS
AND
DEPARTMENT OF EDUCATION & EARLY DEVELOPMENT
Agenda

Certification Basics

Application Review & Processing

Teacher Certification Website
Certification Basics

STATE OF ALASKA

TEACHER EDUCATION & CERTIFICATION
Certification Basics

Types of Certificates

- Teacher
  - Initial, Professional, Master
  - Limited (Type M)
  - Limited (Type M-CTE)
- Administrator (Type B)
  - Provisional, Regular
  - Limited Type B Superintendent
- Special Service Providers (Type C)
  - Provisional, Regular, Advanced
  - Emergency
Certification Basics

State-approved program

- Must include a student teaching or clinical teaching experience

- Meet all of state requirements
  - Including any state required testing
Certification Basics
Teacher Requirements

Initial

- Basic Competency Exam
- Content Area Exam (June 30, 2016)
- Recommendation from a state approved program
- Official Transcripts
- Fingerprint Card
- Notarization
- Fees
- HB 44 Mandatory Trainings (Beginning June 30, 2017)*

Professional

+ Approved Alaska Studies Course
+ Approved Alaska Multicultural Course
+ Content Area Exam
+ Six semester credits in previous five years
+ Two years of certified teaching experience
+ HB 44 Mandatory Trainings* (Beginning June 30, 2017)

* Addition or change to regulations.
Content area exams required for Initial teacher certifications

- Two- or Three- year
- Proof of Program Enrollment
List of approved basic competency exams expanded
Certification Basics
Testing Requirement Changes

▶ Basic Competency Exams
  ▶ Praxis CORE
  ▶ SAT & ACT*
  ▶ NES Assessment*

▶ Content Area Exam

If a content area exam has been adopted in the endorsable area, the Initial applicant will need to satisfy the required score to gain certification.*

*Addition or change to regulations
Certification Basics

Teacher Requirement Exceptions #1

Initial Out-of-State

- Valid, out-of-state teaching certificate;
- Bachelor’s degree or higher;
- Fingerprint card;
- Additional requirements:

  - **one-year** to provide evidence of the required scores of a basic competency exam and a recommendation

  - **two-years** to provide evidence the required Alaska studies and Alaska multi-cultural coursework.
Certification Basics

Teacher Requirement Exception #2

Initial Proof of Program Enrollment

- Earned bachelor’s degree from a regionally accredited university;
- Basic competency exam (Praxis I);
- Content area exam (Praxis II);*
- Enrolled in an approved teacher preparation program at a regionally, accredited university; and
- Been offered a certified teaching position in an Alaska public school district.

* Addition or change to regulations.
New paths for adding teaching endorsements
Certification Basics

Teaching Endorsements

Based on the following:

- Completion of an approved program and passing scores on an appropriate content area exam,
- Two years of experience teaching the content and passing scores on an appropriate content area exam,
- Completion of a bachelor's, master's or doctorate degree in the content area; or
- Qualifying scores on a CTE content specific industrial exam, two years of teaching experience in the content area, and six semester hours of coursework focused on CTE specific classroom management, student assessment, and teaching strategies

* Addition or change to regulations.
Certification Basics
Content Area Exams (Praxis II)

**New!** Content Area Exams (Praxis II)
- Elementary Education
- Middle School Science
- Mandarin Chinese

American Council on the Teaching of Foreign Languages (ACTFL)
- Written Proficiency Exam Required Score Adjusted from Advanced Low-Level (Changed from Advanced Mid-Level)
- Oral Proficiency Review Examination
  Advanced Low-Level
Certification Basics
Administrator Requirements (Type B)

Provisional

- Institutional Recommendation
- Official Transcripts
- Fingerprint Card
- Notarization
- Fees
- HB 44 Mandatory Trainings (Beginning June 30, 2017)*

Regular

- Approved Alaska Studies Course
- Approved Alaska Multicultural Course
- Six semester credits in previous five years.
- HB 44 Mandatory Trainings (Beginning June 30, 2017)*

* Addition or change to regulations.
Certification Basics
Administrative Limited Type-B: Superintendent endorsement

Initial Qualifications

➤ Possess a master's degree or higher;

➤ Five or more years of full-time work experience in an administrative position;

➤ Two letters of recommendation verifying the applicant's length of experience and expertise; and

➤ Offered a superintendent position in an Alaska public school district
## Certification Basics

### Special Service Providers Requirements (Type C)

<table>
<thead>
<tr>
<th>Provisional</th>
<th>Regular</th>
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<td>◦ Institutional Recommendation</td>
<td>◦ Approved Alaska Studies Course</td>
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<tr>
<td>◦ Official Transcripts</td>
<td>◦ Approved Alaska Multicultural Course</td>
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<tr>
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* *Addition or change to regulations.*
Certification Basics

DISTRICT ONLY

- Emergency (Type C only)
- Limited Type B: Superintendent
- Special Education Alternate Program
- Limited (Type M)
  - ROTC
  - Native Language/Culture
- Limited (Type M-CTE)
  - Vocational

OTHER

- Reemployment
- Lifetime/Retired
Certification Basics

Renewal/Reinstatement Applications

- Certificates issued for five or more years are eligible to renewal or reinstatement.

- Submitted beginning one year prior to the expiration date of the certificate.

- Application for reinstatement can be submitted up to one year after the expiration date of the certificate. Individuals who are eligible for reinstatement retain their grandfather privileges.
Certification Basics
Renewal/Reinstatement Requirements

After the issue date of the certificate, the completion of the following renewal credit:

- Three semester hours of upper division coursework;
- Three semester hours or the equivalent of any combination of upper or lower division coursework, non-academic credit or continuing education units; and
- HB 44 Mandatory Trainings (Beginning June 30, 2017)*

* Addition or change to regulations.
Certification Basics

Renewal/Reinstatement Requirements

For certificates issued after 9/2/2011, the six renewal credits must meet the following criteria:

- Related to the certificated person’s employment at the time of renewal, if that employment requires a certificate;
- Related to the certificated person’s endorsement areas; or
- Be a required element of a program that will lead to an additional endorsement.
Mandatory trainings required for certification & renewal

- Beginning June 30, 2017
Certification Basics

HB 44 Mandatory Trainings

Beginning June 30, 2017, applicants qualifying for a certificate issued under AS 14.20.020, will be required to show evidence of training in the following four areas:

- Alcohol and drug related disabilities
- Sexual abuse and sexual assault
- Dating violence
- Suicide prevention

Evidence of training:

- Certification of completion
- Transcripts
- Record of training provided by an Alaska public school district or an IHE school of education

* Addition or change to regulations.
Miscellaneous Changes

- Updated Fingerprint Cards Required (From Two to One)

- Transition from National Council for Accreditation of Teacher Education (NCATE) to the Council for the Accreditation of Educator Preparation (CAEP) for Alaska’s educator preparation programs

- Repealed Alaska Teacher Performance Review

- Moved Praxis II information from Chapter 4 to Chapter 12.

- Clarified definitions of limited certificate, non-instructional position, preparing institution, and teacher
Student teachers must pass basic competency exam and be hosted by experienced, certified teacher
Application Review & Processing

STATE OF ALASKA

TEACHER EDUCATION & CERTIFICATION
Application Review & Processing

**First Review**
- Applications date stamped
- Fees collected
- Incomplete application scanned into archive & returned to applicant
- Complete applications sent with fingerprint cards issued yellow card
- Information entered into Applicant database

**Second Review**
- First review verified
- Endorsements finalized
- Certificate information entered into Teacher Cert database
- When background clearance is received, certificate is printed
Application Review & Processing

After the first review, an applicant who submitted a fingerprint card with his complete application packet is sent a **yellow postcard** which can be used to verify that a complete application is on file with our office.

If an applicant’s background clearance is delayed more than 120 days, the applicant will be issued a **conditional teacher certificate** until such time as the background check is complete.
After the second review and background clearance is complete, an applicant will be issued the appropriate certificate.

Applicants also receive additional copies of their certificates that should be provided to their school district.
Non-compliance

If an individual is employed in a teaching, administrative, or special services position and does not hold a valid, Alaska teaching certificate, he is non-compliant with Alaska statute and regulations.
Non-compliance

Notices of non-compliance are sent to:
- Employing district,
- Teacher Retirement System (TRS), and
- Professional Teaching Practices Commission (PTPC)

Notices are updated as additional information becomes available.
Teacher Certification Website

- Certification Requirements
  Electronic transcripts from University of Alaska and Alaska Pacific University

- Renewal/Reinstatement
  Online Renewal

- Mandatory Training

- Teacher Education Programs

- Sites of Interest
### Teacher Certification Website

[http://education.alaska.gov/TeacherCertification/](http://education.alaska.gov/TeacherCertification/)

#### Teacher Certification

The Teacher Certification Office works with school districts and universities to grant educator certifications, approve teacher recognition programs. It is committed to support the State Board of Education and Early Childhood Development in their mission to produce effective and high-quality educators for Alaska’s children.

Applicants for the Initial 2-year, Initial 3-year, and Initial Proof of Program Enrollment teaching certificates will be required to provide a content area exam (e.g. Praxis II or corresponding state test) to qualify for the certificate. Applicants need to meet the required scores on the content area exams associated with their endorsement areas. Please check for updated application forms on our website.

#### General Information

- Applications & Forms
- Frequently Asked Questions
- Certificate Types
- Definitions
- Endorsement Information (pdf)
- Introduction (Overview)
- National Board Certification
- Professional Code of Ethics
- Standards for Educators

#### Requirements

- Approved Alaska Studies Courses (pdf)
- Approved Multicultural Courses (pdf)
- Basic Competency Exam (BCE)
- Content Area Examinations (pdf)
- Fees
- Fingerprint Cards/Employment Verification
- Mandatory Training (Beginning June 30, 2017)
- Notarization (pdf)
- Recommendations/Program Enrollment Transcripts

#### Processing Status

Today's date is 09/12/2016.

Currently, the Teacher Certification Office is completing the:

- First reviews of applications received on 9/8/16.
- Final reviews of applications received on 9/22/16.

#### Teacher Education Programs

Alaska Directory of Approved Teacher Education Programs (pdf)
For Coursework Completed Outside the United States (pdf)

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**Has my application packet been processed?**

**Where can I find an application?**
Teacher Certification Website

http://education.alaska.gov/TeacherCertification/apply.html

Applications & Forms

APPLICATIONS
Teaching Certificates
Administrative Certificates
Special Service Providers Certificates

MISCELLANEOUS FORMS
To view the following files, you will need to have Adobe Acrobat Reader installed on your computer.

Additional Endorsement(s)
For holders of a certificate who wish to add one or more endorsements. (An individual who apply for an Initial teacher certificate with a valid out-of-state certificate must have an Institutional or State recommendation on file with the Teacher Certification Office to be eligible to add an endorsement.)

Background Check (Optional)
Submit one fingerprint card prior to submitting your completed application. If the certification application is received within 90 days of the background check submission, the application packet will not require an additional fingerprint card.

Background Request Form
Request a copy of your most recent criminal justice information and national history record check to be sent directly to an Alaska pre-school, child care facility, or residential child care facility. Limited to individuals holding a valid teaching certificate (Initial, Professional, Master, Type B, Type C or a Limited Type M) and who also hold or have been offered a position as a certificated teacher with supervisory access in a pre-school, child care facility, or residential child care facility setting.

Credit Card Payment
Provide payment information for your certificate, endorsement, fingerprint processing/background check, non-academic credit, continuing education credit (CEU), and duplicate certificate or postcard.

Duplicate Certificate Request
Request a duplicate copy of your teaching, administrative, or special services certificate.

Application can be found by following the appropriate link.
Forms are listed alphabetically.
Teacher Certification Website

- Application Process
- Background Check
- Basic Competency Exam
- Certification Requirements
- Coursework
- Fingerprint Card
- Out-of-state applicant
- Teacher prep outside the U.S.
- Renewal & Reinstatement
Teacher Certification Website

DISTRICT ENTRANCE USER NAME & PASSWORD

Email: sondra.meredith@alaska.gov
Teacher Certification Website

DISTRICT ENTRANCE

Search Teacher Cert database:
- Social Security Number
- First & Last
- Last

Search New Applicant database:
- Social Security Number
- First & Last
- Last

Locate District Only Applications:
- Type M/M-CTE
- Type M Renewal
- Emergency Type C
- Special Education Alternate Program
Teacher Certification Website

Teacher Certificate Inquiry

- Certificates Held
- Certificates Pending
- Mail Received
- Certification Requirements
  - Alaska Studies
  - Alaska Multi-cultural
  - Basic Competency Exam
  - Content Area Exam
- Employment History
Remember...

we will prioritize applications at your request.
Questions?
Contact Information

Sondra Meredith, Administrator
Teacher Education & Certification

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sondra.meredith@alaska.gov
http://education.alaska.gov/teachercertification/

Teacher Certification Helpdesk
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(907) 465-2831

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