

Student Teaching Internship Exit Seminar

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School of Education: Office of Field Experiences



Grading & Degree Posting

S: satisfactory; I: incomplete; U: unsatisfactory

- ▶ All forms and requirements need to be in the Office of Field Experiences
- ▶ **Passing grade** on your PRAXIS PLT (email or bring the score sheet if not turned in)
- ▶ TWS should be in and scored or PPAT Scores and redoes
- ▶ Once your grade is posted, April Meeker reviews your transcript to make sure you have all coursework and GPA as per the SDAR (South Dakota Administrative Rules) then she posts your degree.
- ▶ **Remember you cannot be certified until you have your degree posted!**
- ▶ When your degree is posted, I can complete the certification paperwork and submit it the Department of Education. It takes 2 to 3 weeks to review all transcripts.
- ▶ It takes about 10 to 12 weeks for the DOE-Certification Office to process your request.



Requesting your Official Transcript

<http://www.bhsu.edu/Academics/RegistrationRecords/TranscriptRequest/tabid/472/Default.aspx>

- Once your degree is posted, you will receive your diploma. You will be able to request OFFICIAL transcripts at that time.
- BHSU.edu
- A-Z index – Go to T
- Transcript request (link above)



Credential File

Typically school districts may ask for:

- ▶ Copy of your diploma
- ▶ Copy of your teaching certificate
- ▶ Transcripts
- ▶ Resume
- ▶ Letters of references
- ▶ Contact references
- ▶ PRAXIS scores
- ▶ Evaluation from student teaching (optional!)



One More Time...

You are entering the world of professionals who are “watched”

It is not too late to clean up

- ▶ Your phone message
- ▶ Your profile on Facebook
- ▶ Your text messages
- ▶ In short...your digital tattooing

Pay attention to your appearance



South Dakota –

<http://www.doe.sd.gov/aotq/teachercert.aspx>

INITIAL CERTIFICATION

Initial certification requires verification from an accredited university that the candidate has completed an approved education program.

Educators who have never held a South Dakota teaching certificate must complete the [online initial application](#).

Initial certification requires verification from an accredited university that the candidate has completed an approved education program.

Certification Process

Frequently Asked Questions	
Initial Certification	Renewal Certification
Additional Authorization	Additional Endorsement
Lakota Dakota Nakota	Name/Address Changes or Duplicate Request
Documents	Useful Links

Certification Processing Time is Around 10 Weeks Summer Processing Time May Exceed 10 Weeks

- **Apply Early** – 2015 renewal applications can be submitted after January 1.
- **Pending Processing** – If your application status indicates "Pending processing by a SD Department of Education Certification Officer" this means all documents have been received and the application is ready to be processed.
- **July 1 expiration** – If all documents have been received by July 1, certificates will not be considered lapsed.

[CHECK STATUS](#)

If you are applying for a South Dakota Teaching certificate, you will need to complete one of the following applications:

Initial Certification

Educators who have never held a South Dakota teaching certificate must complete the [online initial application](#).
Initial certification requires verification from an accredited university that the candidate has completed an approved education program.

([Paper application](#) also available.)

To receive a five-year certificate candidates must:

- Have completed a teacher preparation program
- Have completed six credits within the past five years
- Have completed the required Praxis II tests

One-Year Certificate

Individuals may receive a one-year certificate if they have completed a teacher education program, but do not have the required six transcribed credits obtained in the past five years or required Praxis II tests.

Speed up browsing by disabling add-ons.

[Choose add-ons](#)

[Ask me later](#)

x



Initial Certificate in **South Dakota** – <http://www.doe.sd.gov/aotq/teachercert.aspx>



May 05, 2016

Initial Certificate

Initial application is for educators who have never held a South Dakota teaching certificate.

It is critical to submit an accurate email address with your application. Once your application has been finalized, you will be emailed a printable certificate.

Items needed to complete this application:

- Universities attended, dates, degrees, and majors
- Praxis II Test Scores

Cost:

- One-year certificate \$21.00
- Five-year certificate \$43.00
- Ten-year certificate \$72.00

***** ALL FEES ARE NONREFUNDABLE**

Apply

Check Status

Wyoming – [http.state.wy.us](http://state.wy.us)

Professional Teaching Standards Board

Initial (First Time) or Reinstatement License

You will need an **Institution Recommendation**

- ▶ It comes to my office
- ▶ I fill it out and mail it back to you
- ▶ You mail it to the PTSB office

Wyoming certifies elementary teachers K-6; K-12 SPED are SPED Generalist

PRAXIS tests approved in SD qualify for Wyoming

License effective date (validity dates): For applicants who may be concerned about the “effective” date of their license or permit, please be assured that the effective date of your license will be the date your complete application was received by our office. Example: If your complete application was received 02/08/2012, but it takes five weeks for the license to be issued, the effective date of your license will be 02/08/2012, not the day it is issued. This is another reason that it is crucial for you to ensure you have carefully read the application instructions and have submitted a complete application packet that includes all required documentation.



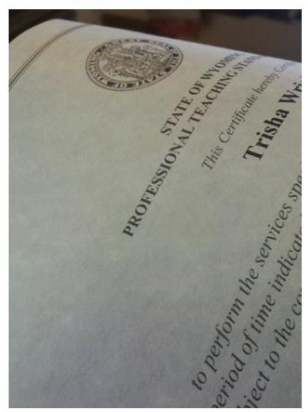
Licensure » Becoming Licensed

Wyoming Licensure Requirements

All teachers and administrators employed in a Wyoming school district must be licensed in accordance with Wyoming state law. PTSB upholds the highest standards for teacher licensing and requires all educators to have completed an approved teacher preparation program in order to become licensed to teach in a Wyoming school district. There are two routes to teacher licensure in Wyoming.

Traditional Route to Teacher Licensure

The traditional route to teacher licensure in Wyoming requires the completion of a teacher preparation program from a regionally or nationally accredited institution of higher education. Teacher preparation programs are typically offered through the College of Education at most colleges or universities. The program must include student teaching and lead to a degree in Education in a specific endorsement area or areas. The program must also lead to an Institutional Recommendation for Licensure.



Traditional Route to Licensure

Applicants who have graduated from a regionally or nationally accredited college or university with a bachelors degree or higher in education are eligible for licensure via the traditional route.

Please review the following required elements of the licensure process:

Requirements for In-State Program completion applicants

- Completion of an approved Educator Preparation Program
 - Program must be from an accredited college or university
 - Program must include student teaching and lead to an Institutional Recommendation (IR) for licensure
- Official transcripts documenting the completion of a teacher preparation program
- Submission of Wyoming Fingerprint Cards including a background check
- Knowledge of the U.S. and Wyoming Constitutions
- Teacher Testing Requirements
- Submission of a complete application packet

Requirements for Out-of-State Program completion applicants

- Completion of an approved Educator Preparation Program
 - Program must be from an accredited college or university
 - Program must include student teaching and lead to an Institutional Recommendation (IR) for licensure
 - **Note:** In order for applicants to obtain an Institutional Recommendation form they must be eligible for licensure in the state in which the college or university is located.
 - Applicants do not have to obtain licensure in that state; however, they must be eligible for licensure. In some states, individuals may be required to complete testing for licensure in that state (i.e. applicants who have/will complete the Arizona testing requirements and will not need to complete the Praxis exams required for Wyoming for initial licensure.)
- Official transcripts documenting the completion of a teacher preparation program
- Submission of Wyoming Fingerprint Cards including a background check
- Knowledge of the U.S. and Wyoming Constitutions
- Teacher Testing Requirements
- Submission of a complete application packet

ALTERNATIVE ROUTE

If you obtain a license in another state through a non-traditional route or alternative method, you may be eligible for licensure in Wyoming if you have taught 3 out of the last 6 years in the state where you are fully licensed.

- Verification of full time teaching, administrative or other school experience for up to or including the past 10 years signed by the respective school administrators. **Please note:** Student teaching is not accepted as experience.
- A copy of the applicant's current, valid Teaching Certificate or License from his or her state.
- A copy of the applicant's test scores from PRAXIS II exam(s) as may be required in Wyoming or an equivalent exam from his or her state. Please review the testing requirements
- Submission of Wyoming Fingerprint Cards which includes a background check.
- Knowledge of the U.S. and Wyoming Constitutions

Professional Teaching Standards Board



Wyoming Educator License Initial or Reinstatement Application Packet

This Application Packet is for the following Initial License or Reinstatement of a Wyoming Educator License scenarios:

- **Teachers including Library Media Specialists**
- **Administrators (Principals, Directors, and Superintendents)**
- **Related Services Personnel (School Counselor, School Psychologist, School Social Worker, Speech Pathologist, and School Nurse)**

WY Institutional Recommendation (p. 13) & Criminal Conviction Information

II. LICENSURE INFORMATION



WARNING: Failure to disclose any information requested is considered falsification of your application and is grounds for denial or annulment of a license or permit.

Mark either "yes" or "no" for **EACH** question. IF YOU ANSWER "YES" TO ANY OF THE QUESTIONS BELOW, YOU MUST PROVIDE A SIGNED EXPLANATION AND COPIES OF ANY SUPPORTING DOCUMENTS (i.e. Final Order, Settlement Agreement, Judgment and Sentence, etc.)

LICENSE AND EMPLOYMENT INFORMATION

Yes <input type="checkbox"/>	No <input type="checkbox"/>	Has any state(s) revoked, suspended, restricted, conditioned, refused to renew any professional license held by you, or otherwise disciplined you?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Have you ever voluntarily surrendered any professional license or allowed any professional license held by you to lapse or expire?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Have you ever resigned a teaching position at the request of your employer or while you were under investigation by your employer?
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Have you ever been investigated, or are you currently being investigated, for an alleged violation of any state licensing or other regulatory provision, rule or law?



WARNING: Failure to disclose any criminal conviction including driving under the influence (DUI) is considered falsification of your application and is grounds for denial or annulment of a license or permit.

IF YOU ANSWER "YES" TO THIS QUESTION, YOU MUST PROVIDE A SIGNED EXPLANATION AND COPIES OF ANY SUPPORTING DOCUMENTS (i.e. Final Order, Settlement Agreement, Judgment and Sentence, etc.)

CRIMINAL CONVICTION INFORMATION

Yes <input type="checkbox"/>	No <input type="checkbox"/>	<p>Have you ever been convicted of any crime (misdemeanor or felony) for which you were arrested and fingerprinted?</p> <ul style="list-style-type: none"> • "Convicted" means an unvacated determination of guilt by any court having legal jurisdiction of the offense and from which no appeal is pending. Pleas of guilty and nolo contendere are convictions. • Driving under the influence (DUI) convictions <u>must be reported</u>.
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North Dakota- www.nd.gov/espb

Education Requirements

- ▶ The [North Dakota Education Standards and Practices Board](#) (ESPB) (701-328-9641) expects that as a candidate for teacher licensing, you complete a [state-approved, bachelor's and master's level teacher education program](#). You will be expected to major or minor in the area in which you intend to become licensed. The program must include a professional education sequence and a general studies sequence. You must have an overall GPA of at least 2.5 and complete a course in **North Dakota Native American studies**.
- ▶ If you wish to be licensed at the elementary level, you must complete 34 semester hours (50 quarter hours) of professional education coursework
- ▶ If you wish to be licensed at the secondary level, you must complete 26 semester hours (40 quarter hours) of professional education coursework
- ▶ ***Basic skills testing:***
All new teachers in North Dakota must pass the Praxis I Basic Skills exam in Reading (with a score of 173), Writing (score of 173) and Mathematics (score of 170).



Colorado

http://www.cde.state.co.us/cdeprof/licensure_firsttimeapp

- ▶ An Initial License shall be valid for three years from the date of issuance and may be renewed. Click here if you have questions about reciprocity. Please be aware that all applicants must pass a criminal background check that is based upon submission of fingerprints to the Colorado Bureau of Investigation prior to being issued a Colorado license. - See more at:
http://www.cde.state.co.us/cdeprof/licensure_firsttimeapp#sthash.dKHoKxzp.dpuf

Colorado <http://www.cde.co.us/cdeprof/>

- ▶ An Initial Teacher License requires that an applicant submit his/her legal name, address and social security number.
- ▶ Once these criteria are met, an initial license may be issued to an applicant who:
 - ▶ Holds a bachelor's or higher degree from an accepted, regionally accredited institution of higher education.
 - ▶ Has completed an approved teacher preparation program at an accepted institute of higher education.
 - ▶ Has provided an approved program verification form.
 - ▶ Has submitted a complete application for licensure, including official transcripts, associated fees, and other supporting documentation.
 - ▶ Has demonstrated professional competencies in the subject areas by completing 24 semester hours of course credit as demonstrated through transcript evaluation, or passage of the Colorado State Board of Education-approved content assessment relevant to the area of endorsement sought.
 - ▶ **Special Education:** need two PRAXIS – Special Education and Elementary



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- > Professional Practices
- > Program Approval
- > Professional Development
- > Teacher Support System
- > Links
- > Forms
- > ND Education Jobs

2718 Gateway Avenue
 Suite 204
 Bismarck, ND 58503-0585
 (701) 328-9641 - Phone
 (701) 328-9647 - Fax
espbinfo@nd.gov

[ESPB Map](#)

Education Standards and Practices Board

Please apply online for your initial license or to renew your license using this link



APPLY ONLINE

[Updating ND Teach Account Tutorial](#) - PDF

Looking for information on a DPI Credential?

-Administrative

-Paraprofessional



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2718 Gateway Avenue
 Suite 204
 Bismarck, ND 58503-0585
 (701) 328-9641 - Phone
 (701) 328-9647 - Fax
espinfo@nd.gov

[ESPB Map](#)

■ Licensure

Licensing Fees

The Education and Standards Practices Board does not receive any state tax dollar responsibility of providing the funding.

Initial Application Fee	\$30
Fingerprinting	\$44.50
Interim Substitute License	\$40
Initial In State 2 Year License	\$70
2 Year Renewal License	\$50
Out-of-State Reciprocal License	\$70
5 Year License	\$125
30 Year Life License	\$125
Re-entry License	\$70
Alternate Access License	\$150
Probationary License	\$50
40 Day Provisional License	\$25
Transcript Review (only applies to individuals who graduated from institutions outside of ND and do not hold a valid teaching license in another state.)	\$175
Endorsements	\$75
Duplicate License Request	\$20
OSEL FEES – only applies to those with an OSEL license (Other State Educator License)	
Initial 2 year OSEL	\$70
2 Year OSEL	\$70
5 Year OSEL	\$175
OSEL Endorsements	\$75
Late Fee Fine for Lapsed License	\$100

Montana – Office of Public Instruction (opi)

<http://opi.mt.gov/cert/index.html>



Welcome to...

▶ EDUCATOR LICENSURE

▶ F.A.Q.

▶ USEFUL RESOURCES

PUBLIC LOOK-UP:
☐ CHECK EDUCATOR CREDENTIALS

☐ ADMINISTRATIVE RULES OF MONTANA FOR EDUCATOR LICENSING

☐ MONTANA JOBS FOR TEACHERS

Welcome to Montana Educator Licensing



Thank you for your interest in becoming a licensed Montana Educator opi.mt.gov

Educator Licensing

Log in to the Montana State Educator Information System
Application Materials
Renewal Applications
Lapsed Licenses
Adding Endorsements
Upgrade your Class 2 license
Upgrade your Class 5 license
Renewal Unit Providers

Frequently Asked Questions

Choose a topic below for information

Licensure questions
Montana Educator Information System (MSEIS)
Online Application Process
Upgrade questions
Endorsement questions
Becoming an Administrator in Montana
Renewal questions
Lapsed license questions

Public Look-up: Check Educator Credentials

Administrative Rules of Montana for Educator Licensing

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"The Montana Office of Public Instruction provides vision, advocacy, support and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities."

The Montana Office of Public Instruction, Denise Juneau, Superintendent • P.O. Box 202501 Helena, Montana 59620-2501 • In-State Toll-Free 1.888.231.9393 Local (406) 444.3095

The Office of Public Instruction is committed to equal opportunity and nondiscriminatory access to all our programs and services. For information or to file a complaint, contact the OPI Title IX/EEO, ADA Coordinator, Tom Antonick at (406) 444.3161 or tantonick@mt.gov

ADA Public Notice

MONTANA.GOV
OFFICIAL STATE WEBSITE





Minnesota

<http://education.state.mn.us/MDE/EdExc/Licen/index.html>

Minnesota Teacher Licensure Exam (MTLE)

- ▶ All candidates for Minnesota teaching licensure are required to pass a series of [Minnesota Teacher Licensure Examinations](#) (MTLE).
- ▶ The test is also called BASIC SKILLS

AFTER YOUR CERTIFICATION

- ▶ The Teacher 411 system at <http://teacher411.sd.gov/> allows you and your employer to access your certificate information including highly qualified teaching assignments.
- ▶ Additional certification information is available online:
 - * **Renewal information:**
<http://doe.sd.gov/oatq/teachercert.asp>
 - * Code of ethics:
<http://www.doe.sd.gov/oatq/professionalpractices.asp>
 - * **Professional development opportunities:**
http://www.escweb.net/sd_esa/
<http://www.paec.org/teacher2teacher/index.asp>
<http://www.tie.net/active/workshops/workshopList.aspx>
 - * **Praxis II:** <http://www.doe.sd.gov/oatq/praxis.asp>

