



Teacher Certification Help Sheet

Entry:	Initial	Residency
To obtain:	<i>ONE issue allowed only. Valid for 4 Years*</i> No longer issued after 8/31/00 See "To renew" below.	<u>Before 4/1/05</u> : Valid for 5 years. Reissue option adds 5 yrs after completing provisional status (as defined by school, usually 2 yrs in same WA district or WA private school) <u>After 4/1/05</u> : Valid indefinitely until new holder completes and verifies provisional status, THEN reissued for 5 years. 1) B.A. degree 2) Teacher Prep Program 3) WEST-B, CBEST, or Praxis I basic skills testing within 1 yr of permit issuance 4) WEST-E testing in specific Praxis II, or verify 3 yrs teaching experience, before permit is issued
To renew:	<i>ONE issue only. Valid for 3 years</i> If not renewed since 8/31/00, may apply for one Renewal . Need at least 15-quarter (10 semester) hours (NOT CLOCK HRS) since issuance of most recent initial certificate, OR meet educational requirements for Continuing certificate. If initial certificate expired after 8/31/00, can apply for renewal/continuing (\$100 late fee) if requirements were met by the expiration date.	<i>ONE issue only:</i> <u>If enrolled in, but not yet finished with a ProCert program</u> , then college issues 2-year renewal, OR <u>If not eligible for enrollment in ProCert program</u> , applicant must have completed 15 quarter hrs (100 level and up, from regionally accredited institution) since issuance of Residency certificate, then ESD issues 5-year renewal. OR <u>If submitting an assessment packet to NBPTS</u> , can apply for a 2-year renewal.
If lapsed:	Not eligible for employment unless holding valid substitute certificate, then can substitute teach only. <i>New fingerprints required unless holding another valid certificate.</i> May apply for a Conversion to a Residency. Endorsements follow applicant. No documents or testing. OR , if met requirements by expiration date, may late file (see below*).	Not eligible for employment unless holding valid substitute certificate, then can substitute teach only. <i>New fingerprints required unless holding another valid certificate.</i> May only appeal to State Board of Education if unable renew.
Advanced:	Continuing**	Professional (ProCert)
To obtain:	<i>Valid for 5 years (if initial expired after 8/00 see note below)</i> 1) Valid Initial Certificate (if met continuing requirements by initial's expiration date, may file late. (See below*)) 2) ONE of these: • Fifth Year = 45 quarter or 30 semester hours (NOT clock hrs) of upper division (300 level and up) or graduate level post-baccalaureate study . If post-baccalaureate coursework was used to obtain an endorsement, lower division hours are okay. • Masters Degree 3) Issues of Abuse (in WA college programs since 1992) 4) 180 days teaching (30 in same district)	<i>Valid 5 years</i> 1) Valid Residency Certificate 2) ONE of these: • Professional Certificate Program completion at Washington college/university • Valid National Board Certificate • Oregon Continuing Teacher License since Jan '99 3) Issues of Abuse (in WA college programs since 1992)
To renew:	<i>Valid for 5 year periods</i> 150 clock hour equivalents in any combination of quarter credit hours, semester credit hours, and clock hours from a college, university or approved agency. Convert all to clock hours for ease of adding: one quarter hour = ten clock hours; one semester hour = 15 clock hours. Valid National Board Certification also accepted. IMPORTANT: ONLY classes taken within the five-year validity period of current certificate may be counted. When renewing, OSPI stamps the back of the current certificate adding another five years to the current EXPIRATION date. There is no certification advantage to taking more classes for the next renewal until passing the current expiration date (check with your Human Resources to inquire about pay scale advantages). Applying early is <u>highly recommended</u> and will not shorten expiration dates.	<i>Valid for 5 year periods</i> Same number of hours as continuing renewal (see left) completed since the professional certificate was issued, AND coursework must satisfy one or more of these standards: Effective Instruction; Leadership; or Professional Development, AND one of these recognition criteria: 1. Consistent with a school-based plan for mastery of student learning goals; 2. Pertains to the individual's current assignment or expected assignment for the coming year; 3. Is necessary to obtain an endorsement; 4. Is specifically required to obtain advanced levels of certification; 5. Is included in a college or university degree program that pertains to the individual's current assignment or potential future assignment, as a certificated instructional staff. OR Additional recognition criteria as listed in RCW 28A.415.023 OR Valid National Board certification
If lapsed & still teaching:	Not eligible for employment unless holding valid substitute certificate, then can substitute teach only. <i>New fingerprints required unless holding a valid certificate.</i> May apply for a ONE TIME Transitional Certificate valid for two years. Needs school district/private school approval; allows teacher to earn enough hours to renew.	Not eligible for employment unless holding valid substitute certificate, then can substitute teach only. <i>New fingerprints required unless holding a valid certificate.</i>
If lapsed & wanting to teach again:	<i>New fingerprints required unless holding another valid certificate.</i> May apply for a Reinstatement valid for 5 years by documenting 150 clock hour equivalents within the 5 years prior to application, or valid National Board Certification.	<i>New fingerprints required unless holding another valid certificate.</i> May apply for a Renewal valid for 5 years by documenting 150 clock hour equivalents taken since the last professional certificate was issued, OR valid National Board Certification.

*If initial certificate expired on or after 8/31/00, applicant may still apply for renewal/continuing with \$100 late fine if they met requirements by the expiration date.

** Holders of National Board certificate may skip Continuing certificate and apply directly for Professional Certificate. Holders of Standard/Continuing certificates issued before 8/31/87 are VALID for life even if originally stamped with expiration date or it had lapsed at some time because you lacked experience for maintenance. Your certificate is unendorsed. It enables you to serve in any subject matter, preschool through twelfth (12) grade. It is up to the employing district to place you according to your experience and area of preparation.