



**Library Media**

State Rule 290-3-3-.33 for unconditional admission to the **traditional Class A State-approved educator preparation program.**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | I have <b><i>attached and personally signed</i></b> a copy of the applicant's prerequisite <b>valid Alabama</b> Professional Educator Certificate or a <b>valid Alabama</b> Professional Leadership Certificate.   |
| <input type="checkbox"/> | I have <b><i>attached and personally signed</i></b> a copy of the applicant's Supplement EXP verifying <b>one</b> full year of full-time, professional educational work experience in a P-12 setting in the school system. The experience must have been earned prior to <b>unconditional admission.</b> |

**School Counseling**

State Rule 290-3-3-.36 for unconditional admission to the **traditional Class A State-approved educator preparation program.**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | I have <b><i>attached and personally signed</i></b> a copy of the applicant's prerequisite <b>valid Alabama</b> Professional Educator Certificate or a <b>valid Alabama</b> Professional Leadership Certificate.   |
| <input type="checkbox"/> | I have <b><i>attached and personally signed</i></b> a copy of the applicant's Supplement EXP verifying <b>one</b> full year of full-time, professional educational work experience in a P-12 setting in the school system. The experience must have been earned prior to <b>unconditional admission.</b> |

**School Counseling (CACREP Approach)**

State Rule 290-3-2-.22 for unconditional admission to a CACREP-accredited School Counseling program.

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | I have <b><i>attached and personally signed</i></b> a copy of the applicant's official transcript verifying at least a bachelor's degree, earned prior to unconditional admission to the CACREP-accredited School Counseling program, from a senior institution that was regionally accredited or accredited or accredited by the Distance Education Accreditation Commission (DEAC) at the time the degree was earned. |
|--------------------------|---|

**Traditional Class A Teaching Field**

The Class B Certificate held must be in a different teaching field from the **initial** Class A program for which the applicant has been unconditionally admitted.

Note: If the applicant is certified in a composite area (e.g., general science) and seeks advanced certification within a component area (e.g., biology, chemistry, and physics), an IEC is not required.

Note: This section also includes English for Speakers of Other Languages, Gifted, and Special Education.

State Rule 290-3-3-.30 for unconditional admission to an initial **Traditional Class A State-approved educator preparation program:**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | I have <b><i>attached and personally signed</i></b> a copy of the applicant's prerequisite <b>valid Alabama</b> Professional Educator Certificate in a teaching field. |
|--------------------------|--|

**Class AA Teaching Field****Only for English for Speakers of Other Languages, Gifted, and Special Education**

State Rule 290-3-3-.40 for unconditional admission to the **initial Traditional Class AA State-approved educator preparation program.**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | I have <b><i>attached and personally signed</i></b> a copy of the applicant's prerequisite <b>valid Alabama</b> Professional Educator Certificate in a teaching field. |
|--------------------------|--|

**Alternative Class A Teaching Field**

State Rule 290-3-3-.31 for unconditional admission to an **Alternative Class A State-approved educator preparation program**:

I have **attached and personally signed** copies of the applicant’s official transcript(s) verifying that the required degree and grade point average were met prior to **unconditional admission**, as noted below.

Name of College/University	Degree	Major	Date Degree Conferred	GPA	Regionally Accredited
					<input type="checkbox"/> Yes <input type="checkbox"/> No

**Option 1:** Admitted with a bachelor’s or higher degree from a regionally accredited institution with a minimum overall grade point average (GPA) of at least 2.5 on a 4.0 scale. Degrees earned from non-regionally accredited institutions must be reviewed, on an individual basis, by the ALSDE. Please email a copy of the transcript to your certification specialist for review and approval.

**OR**

**If the GPA is below \*2.50;**

**Option 2:** The Educator Preparation Provider (EPP) verifies that the applicant took four additional undergraduate or graduate courses in the teaching field. Credit must have been earned after the bachelor’s degree was conferred and with no grade below a “B” (complete **COURSEWORK** chart below).

**OR**

**Option 3:** The EPP verifies that the applicant completed the first four courses (at least one of the courses must be in the teaching field) in the Alternative A program while conditionally admitted and made no grade below a “B” (complete **COURSEWORK** chart below).

**OR**

**Option 4:** Earned the increased Praxis score(s) on the prescribed Praxis subject area test(s) for the teaching field(s) as shown on the Increased Score Option document, attained prior to the date of unconditionally admission (complete **TESTING** chart below).

\*The overall GPA must be the GPA used as the basis for granting the degree and posted on the official transcript of the degree-granting institution. An applicant who holds a valid Professional Educator Certificate or valid Professional Leadership Certificate is exempt from the GPA requirement.

**COURSEWORK**

Undergraduate Coursework       Graduate Coursework       Both Undergraduate and Graduate Coursework

Course Prefix & Course Number	Course Title	Grade Earned	Semester Taken	University/College where credit was earned	Accreditation Select either: Regionally, DEAC, or USDOE - (ALSDE Prior Approval Required)

**TESTING**

Praxis Subject Area Test(s)	Praxis Test Code(s)	Date Praxis Test(s) Taken	Increased Praxis Score(s)	
			Required	Attained

### AUTHORIZATION and RESPONSIBILITIES

1. I certify the named applicant has been placed on the appropriate SA1 (**SA1<sup>a</sup>** or **SA1<sup>b</sup>**) based on the date of unconditional admission.
2. I certify the named applicant is currently enrolled and has met all unconditional admission requirements prior to the date the application for the first IEC is received in the Educator Certification Section.
3. I understand it is solely the responsibility of this institution to ensure all admission, program, experience, and testing requirements are met as outlined in the Educator Preparation Chapter of the *Alabama Administrative Code*, Educator Assessment Policy Manual B, and any applicable memoranda.
4. I understand that the issuance of an Interim Employment Certificate (IEC) does not guarantee the issuance of a Professional Educator Certificate if all admission, program, experience, and testing requirements have not been met.
5. I understand that a new **SA1<sup>a</sup>** or **SA1<sup>b</sup>** is required when an applicant changes programs.
6. I have attached a copy of the State-approved educator preparation program checklist, or the Alternative Class A State-approved educator preparation program checklist, or the CACREP-accredited School Counseling program checklist appropriate to this applicant.
7. I understand that degrees earned from non-regionally accredited institutions must be reviewed, on an individual basis, by the ALSDE. Please email a copy of the transcript to your certification specialist for review and approval.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Authorized Certification Official

\_\_\_\_\_

Name of Alabama Institution