

**RULES  
OF THE  
ALABAMA STATE BOARD OF EDUCATION**

**CHAPTER 290-3-2**

**EDUCATOR CERTIFICATION**

**DIVISION OF TEACHING AND LEARNING**

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**290-3-2-.01 Definitions.**

(1) **32/19.** The semester hours required in a teaching field, including at least 32 semester hours of credit with at least 19 semester hours of upper-division credit.

(2) **Academic Major.** The specialized area of study in a discipline that meets a senior institution's requirements for an Arts and Sciences major and is on the applicant's official transcript.

(3) **Administrator.** When "administrator" is used in conjunction with "superintendent," "administrator" is defined as the chief administrative officer of a nonpublic school or nonpublic school system.

(4) **Administrative Experience.** Experience as a superintendent or assistant superintendent, principal or assistant principal, career and technical administrator or assistant career and technical administrator in a P-12 school system(s).

(5) **Alabama Council for Leadership Development (ACLD).** The ACLD provides advice for the development of a system of professional development for Alabama's instructional leaders. The Council approves professional studies that fully address the Alabama Standards for Instructional Leaders and are aligned with the Alabama Standards for Professional Development.

(6) **Alabama Educator Certification Assessment Program (AECAP).** The statewide testing program required by the Alabama State Board of Education for educators as a precondition for initial certification in each teaching field or area of instructional support. Official score reports must be submitted electronically from the testing service to the Alabama State Department of Education. Applicants must meet the requirements of the AECAP in effect at the time an application and nonrefundable fee are received in the Educator Certification Section. Additional information is in Rule 290-3-2-.02(9).

(7) **Applicant.** An individual who meets one of the following definitions:

(a) An individual who submits an application or for whom an educator preparation institution or a prospective or current employer submits an application to the Section for any certificate, substitute license, or other license issued by the Alabama State Superintendent of Education.

(b) An individual employed by a local education agency or nonpublic school to act in any capacity in which she or he will have unsupervised access to children in an educational environment.

(c) An individual applying for admission to a State-approved educator preparation program at an Alabama regionally accredited senior institution for the purpose of earning a certificate after completing that program and meeting other current requirements.

**(8) Application for Certification.** Completed, current official forms and supporting documents, including official transcripts and documentation of compliance with the requirements of the AECAP, to substantiate a request for certification. Application for certification includes initial certification, renewal, changing to a higher level of certification, and adding a teaching field and/or an area of instructional support. All requests for certification must include at least the current application form(s), the nonrefundable application fee(s) as indicated on the current application form(s) and the completion of the criminal history background check. A request for certification will not be assigned for review until at least these items are received. The application receipt date is the day on which the current application form(s) is received in the Educator Certification Section. The Section reserves the right to request an updated application form(s) if the application was signed by the applicant more than six months prior to receipt in the Section.

**(9) Area.** Any teaching field and grade level(s) or instructional support area and grade level(s).

**(10) Candidate.** A pre-service or in-service person enrolled in a senior institution for the purpose of earning initial or advanced certification in a teaching field or area of instructional support or for professional development purposes.

**(11) Certificate.** The official document issued by the Alabama State Department of Education to an applicant who has been deemed to meet all requirements for the issuance of the document. Printed information on the document includes the name of the applicant to whom it was issued, the date each area was issued, the degree level(s), valid period(s), and the specific teaching field(s) and/or area(s) of instructional support and grade level(s). Information on proper certification is in Rule 290-3-2-.01(40).

**(12) Certification Officer.** One person, designated by the head of the educator preparation unit at an Alabama regionally accredited senior institution of higher education with State-approved educator preparation programs, who is authorized to represent the unit. Responsibilities of the certification officer include but are not limited to:

(a) Verifying to the Alabama State Department of Education that an applicant for a certificate has successfully completed the State-approved program for the certificate sought and is recommended for certification.

(b) Verifying whether an applicant for a Special Alternative Certificate has met State requirements for unconditional admission to a State-approved program in the teaching field or area of instructional support for which the certificate is sought.

(c) Responding to requests for information from the Alabama State Department of Education.

**(13) Child Abuse Crime.** As defined in Act 2002-457, any crime committed under the law of the state that involves the physical or mental injury, sexual abuse or exploitation, or maltreatment of a child. Conviction of this crime shall cause an applicant to be deemed unsuitable for employment. Additional information about suitability determinations is in Rule 290-3-2-.01(54).

**(14) Church-related / Parochial School.** Includes only schools which offer instruction in Grades P-12, or any combination thereof, through on-site or home programs and are operated as a ministry of a local church, group of churches, denomination, and/or association of churches which do not receive any state or federal funding. Refer to Ala. Code §16-28-1 (1975).

**(15) Criminal History Background Check.** Information received from the Alabama State Bureau of Investigation (ASBI) and the Federal Bureau of Investigation (FBI), resulting from a fingerprint review. Additional information is in Rule 290-3-2-.02(8).

**(16) Department.** Alabama State Department of Education.

**(17) DoDEA.** Department of Defense Education Activity.

**(18) Educational Administrator.** When used in this chapter or in applying Rules of the Alabama State Board of Education, the term applies to a person who holds a previously issued or current Alabama certificate as a career and technical administrator, educational administrator, instructional leader, principal, superintendent, or superintendent-principal.

**(19) Educator Preparation Program.** A State-approved program at an Alabama senior institution, a state-approved program at a senior institution in another state, or a program in another country leading to professional educator certification within grades P-12 as a teacher or as a provider of instructional support (administrator, counselor, librarian, psychologist, psychometrist, speech language pathologist, sport manager, and/or supervisor).

**(20) Form.** Official, required document(s) completed by or for applicants for a variety of purposes. Any reference to a form in this chapter means the current version of the form.

**(21) GPA (Grade Point Average).** In this chapter, all GPA requirements pertain to calculations on a four-point scale. Appropriate adjustments shall be made for other scales. GPAs may not be rounded. For example, a GPA of 2.74 cannot be rounded to 2.75. The official overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as the basis for granting the degree.

**(22) Initial Certificate.** The first Alabama certificate in each specific teaching field or area of instructional support issued to an educator.

**(23) Instructional Leader.** When used in this chapter or in applying the Rules of the Alabama State Board of Education, the term applies to a person who holds a previously issued or current Alabama certificate as a career and technical administrator, educational administrator, instructional leader, principal, superintendent, superintendent-principal, or supervisor.

**(24) Instructional Support Areas.** The area(s) and grade level(s) printed on the certificate to which a person may be assigned and deemed properly certified. Area(s) include career and technical administrator, educational administrator, instructional leader, library media specialist, principal, school counselor, school psychologist, school psychometrist, speech language pathologist, sport manager, superintendent, superintendent-principal, and supervisor.

**(25) Issuing Authority.** The official state agency responsible for awarding educator credentials for grades P-12, or DoDEA.

**(26) K (Kindergarten).** In Alabama schools and as used in this chapter, kindergarten refers to programs for five-year olds.

**(27) Levels of Professional Educator Certificates.**

- (a) Class B: Bachelor's degree level.
- (b) Class A: Master's degree level program of at least 30 semester hours of graduate credit in a teaching field or instructional support area. Coursework used to meet Class B certification or bachelor's degree requirements may not be used toward the issuance of higher level certification in any area. Coursework for which credit was applied toward the issuance of a previous level of certification, in any area, may not be used toward the issuance of higher level certification in any area.
- (c) Class AA: Planned sixth-year program of at least 30 semester hours of graduate credit, which may result in an education specialist degree. Coursework used to meet Class A certification or master's degree requirements may not be used toward the issuance of higher level certification in any area. Coursework for which credit was applied toward the issuance of a previous level of certification, in any area, may not be used toward the issuance of higher level certification in any area.

**(28) Levels of Professional Leadership Certificates.**

- (a) Class A: Master's degree level program of at least 30 semester hours of graduate credit. Coursework used to meet Class B certification or bachelor's degree requirements may not be used toward the issuance of higher level certification in any area. Coursework for which credit was applied toward the issuance of a previous level of certification, in any area, may not be used toward the issuance of higher level certification in any area.
- (b) Class AA: Planned sixth year program of at least 30 semester hours of graduate credit, which may result in an education specialist degree. Coursework used to meet Class A certification or master's degree requirements may not be used toward the issuance of higher level certification in any area. Coursework for which credit was applied toward the issuance of a previous level of certification, in any area, may not be used toward the issuance of higher level certification in any area.

**(29) Mentor.** When used in this chapter in regard to an Alternative Baccalaureate-Level Certificate, Career and Technical Alternative Baccalaureate-Level Certificate, Special Alternative Certificate, Preliminary Certificate, Preliminary Certificate Through Exception, Business and Industry to Educational Administration Certificate, Provisional, or Interim Employment Certificate the term "mentor" is defined as a teacher or instructional support employee of a P-12 public school or a P-12 nonpublic school who has at least three full years of professional educational work experience; has demonstrated effectiveness in the performance of his or her work; has demonstrated excellence in communicating and collaborating with colleagues; and is designated by the superintendent or administrator to provide guidance, support, and assistance in the development and improvement of the professional skills and understanding to a beginning teacher or instructional support person. The mentor should hold a valid certificate in the same teaching field or area of instructional support for which the individual to be mentored is seeking certification.

**(30) Nonpublic School.** Includes P-12 schools that are church-related/parochial, federally operated, special schools that are supported by the state, and schools that are not public. Additional information is in the definition of church-related/parochial school in Rule 290-3-2-.01(14).

**(31) Official Transcript.** A college or university transcript that has been received directly from the issuing institution or from a Department approved electronic transcript delivery agent that bears the college/university seal, date of transcript issuance, and the signature of the Registrar.

**(32) P (Preschool or Pre-K).** Any level prior to kindergarten.

**(33) Professional Development.** Sustained and collaborative activities for teachers and instructional support personnel designed to increase the academic achievement of all students. The activities must strengthen pedagogical knowledge and promote the acquisition of research-based strategies. For currently employed Alabama educators, the need for such activities must be supported by data from local schools. Professional development plans must be approved by the employing superintendent or administrator.

**(34) Professional Educational Work Experience.** Acceptable employment in a teaching field or an area of instructional support. Additional information is in Rule 290-3-2-.02(10).

**(35) Professional Educator Certificate.** A certificate to teach in grades P-12 that is issued by the Alabama State Department of Education based on at least an earned bachelor's degree from a regionally accredited senior institution except as prescribed in Rule 290-3-2-.02(7)(c). A certificate to provide instructional support (counselor, librarian, psychologist, psychometrist, speech-language pathologist, sport manager) in grades P-12 that is issued by the Alabama State Department of Education based on at least an earned master's degree from a regionally accredited senior institution. Issuance of the Professional Educator Certificate is based on completion of a State-approved approach to certification. Since January 2010, administrative and supervisory certificates are no longer printed on the certificate entitled Professional Educator Certificate.

**(36) professional educator certificate.** A certificate to teach in grades P-12 that is issued by the certificate issuing authority in another state or DoDEA based on at least an earned bachelor's degree from a regionally accredited senior institution. A certificate to provide instructional support (administrator, counselor, librarian, psychologist, psychometrist, sport manager, supervisor) in grades P-12 that is issued by the certificate issuing authority in another state or DoDEA and is based on at least an earned master's degree.

**(37) Professional Leadership Certificate.** A certificate to provide leadership (career and technical administrator, educational administrator, instructional leader, principal, superintendent, superintendent-principal, and supervisor) in grades P-12 that is issued by the Alabama State Department of Education and is based on at least an earned master's degree from a regionally accredited senior institution and completion of a State-approved approach to certification. Since January 2010, administrative and supervisory certificates are printed on the certificate entitled Professional Leadership Certificate. Prior to January 2010, administrative and supervisory certificates were printed on the certificate entitled Professional Educator Certificate.

**(38) Professional Learning Unit.** A Professional Learning Unit (PLU) is a content driven, long-term unit of professional study for instructional leaders that fully addresses all knowledge and ability indicators under an Alabama Standard for Instructional Leaders. Professional study that constitutes a PLU requires multiple professional development experiences over time and will always be aligned with the Alabama Standards for Professional Development. A PLU is earned at the completion of professional study which fully addresses the knowledge and ability indicators under an Alabama Standard for Instructional Leaders. The professional study must include comprehensive coverage and evaluation of effectiveness in the school setting. Professional study that earns a PLU must be approved either by the Alabama Council for Leadership Development (ACLD) or approved by an Alabama city or county superintendent or an administrator of an Alabama nonpublic school.

**(39) Program Checklist.** An official document identifying all courses required to complete a State-approved educator preparation program. Program checklists are submitted by an institution and approved by the Alabama State Board of Education following a review. The official State-approved checklist will be used as the basis for issuing a certificate. Additional information on program approval is in the current Educator Preparation Chapter of the *Alabama Administrative Code*. If institutions modify the format of the State-approved program checklist to facilitate advisement, all requirements on the official program checklist must be included on the modified forms.

**(40) Proper Certification.** Proper certification is defined as having a valid Alabama certificate in the teaching field(s) and/or area(s) of instructional support in which the person is assigned throughout the school day. The current edition of the *Subject and Personnel Codes* of the Alabama State Department of Education shall be used to determine whether an individual holds proper certification for his or her assignments throughout the school day.

**(41) Reasonable Suspicion.** Reasonable articulable grounds to believe that a crime has been committed by the individual.

**(42) Receipt Date.** The date a document is received and date stamped by the Educator Certification Section. The date a fee is received in the Educator Certification Section.

**(43) Regional Accrediting Agency.** The six regional accrediting agencies recognized by the U.S. Secretary of Education and the Department are:

(a) Middle States Commission on Higher Education for institutions of higher education in Delaware, the District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, and the U.S. Virgin Islands.

(b) New England Association of Schools and Colleges, Commission on Institutions of Higher Education for institutions of higher education in Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont.

(c) Higher Learning Commission of the North Central Association of Colleges and Universities, for institutions of higher education in Arizona, Arkansas, Colorado, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, New Mexico, North Dakota, Ohio, Oklahoma, South Dakota, West Virginia, Wisconsin, and Wyoming, including schools of the Navajo Nation.

(d) Northwest Commission on Colleges and Universities for institutions of higher education in Alaska, Idaho, Montana, Nevada, Oregon, Utah, and Washington.



(e) Southern Association of Colleges and Schools, Commission on Colleges for institutions of higher education in Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, and Virginia.

(f) Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities for institutions of higher education in California, Hawaii, the United States territories of Guam and American Samoa, the Republic of Palau, the Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, and the Republic of the Marshall Islands.

**(44) Regionally Accredited.** Refers to action taken by one of the regional accrediting agencies in Rule 290-3-2-.01(43) and is specific to the status of the institution at the time credit or degrees were earned.

**(45) Renewal.** The continuation of a valid certificate with a new valid period or the reinstatement of an expired certificate with a new valid period. Additional information is in Rule 290-3-2-.29.

**(46) Revocation.** The process of taking adverse action against a certificate, substitute teacher license, or other license.

**(47) Scholastic Year.** Begins with the first day of July and ends with the thirtieth day of June each year. Refer to Ala. Code §16-1-1 (1975).

**(48) Section.** The Educator Certification Section of the Office of Teaching and Leading of the Alabama State Department of Education.

**(49) Senior Institution.** A college or university that confers at least the bachelor's degree.

**(50) State.** Any state or commonwealth, the District of Columbia, the Department of Defense Education Activity, or territory of the United States of America.

**(51) State-approved Approach.** The various methods of obtaining a Professional Educator Certificate or a Professional Leadership Certificate that have been approved by the Alabama State Board of Education.

**(52) State-approved Program.** An educator preparation program at an Alabama regionally accredited senior institution of higher education that has been formally approved by the Alabama State Board of Education on the basis of Alabama standards. All of the courses in an approved educator preparation program shall be indicated on an Alabama State Department of Education form called a program checklist.

**(53) state-approved Program.** An educator preparation program at a college or university in another state that has been approved by the Department of Education in that state based on its standards.

**(54) Suitability Determination.** Determination issued by the Alabama State Superintendent of Education to employing superintendents, administrators, or applicants in response to a criminal history background check indicating an applicant's or current employee's fitness for employment as prescribed in Act 2002-457.

**(55) Superintendent.** In this chapter, the Alabama State Superintendent of Education shall be designated as the Superintendent.

**(56) superintendent.** In this chapter, an Alabama city, county, or other public school superintendent shall be designated as a superintendent.

**(57) Supervisor.** When used in this chapter or in applying Rules of the Alabama State Board of Education, the term applies to a person who holds a previously issued or current Alabama certificate as a supervisor.

**(58) Supervisory Experience.** Experience directing an educational program at the central office level of a P-12 school system(s).

**(59) Teacher.** When used in this chapter or in applying the Rules of the Alabama State Board of Education, the term applies to a person who holds a previously issued or current Alabama certificate for a teaching field.

**(60) Teaching Field.** Subject(s) and grade level(s) printed on a certificate to which a person may be assigned and deemed properly certified. Additional information about proper certification is in Rule 290-3-2-.01(40).

**(61) Upper-Division.** Coursework designated by an institution of higher education to be at the junior or senior level of undergraduate study.

**(62) Valid.** In effect; not expired.

**(63) Valid Period.** The dates during which a certificate or license is in effect.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

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**290-3-2-.02 Basic Principles.**

**(1) Certification Authority.**

(a) The Educator Certification Section shall be the sole office within the Alabama State Department of Education to issue certificates and licenses and to implement Alabama laws and Rules adopted by the Alabama State Board of Education relating to the certification of teachers and instructional support personnel for preschool through Grade 12 (P-12). Rules, standards, directives, and memoranda written prior to adoption of these Rules are invalid and shall not be used to determine the application of these Rules. These Rules shall apply to all individuals whose applications for certification have a receipt date of on or after May 1, 2016, unless otherwise noted throughout this chapter.

(b) Unless otherwise provided by law, the educator certification Rules in this chapter shall be the sole authority by which certification is administered. Only the Alabama State Superintendent of Education shall have the authority to make exceptions to these Rules. Additional information on the certification authority of the State Superintendent of Education is in Rule 290-3-2-.04.

(c) Certificates issued by another state, DoDEA, or another certificate issuing authority may not be validated as the authority of their holders to teach in Alabama schools.

(d) State certification Rules grant broad general authority but ensure uniformity of administration.

(e) State certification Rules allow modifications to supporting policies and procedures to facilitate adoption and implementation of new technologies and improved business processes.

**(2) Proper Certification.**

(a) Each person who serves as a teacher or in an instructional support personnel position in the public schools of the State is required to hold a valid Alabama certificate as prescribed in Ala. Code §16-23-1 (1975).

(b) Each person who serves as a private tutor is required to hold a valid Alabama certificate as prescribed in Ala. Code §16-28-5 (1975).

(c) Proper certification is defined as having a valid Alabama certificate in the teaching field(s) and/or area(s) of instructional support in which the person is assigned throughout the school day. The current edition of the *Subject and Personnel Codes* of the Alabama State Department of Education, which is updated annually, shall be used to determine whether a person holds proper certification for his or her assignments throughout the school day.

(d) An individual who is assigned one or more periods per day in a teaching field in which he or she is not properly certified will cause a penalty of a minimum of \$500.00 per teacher per year to be assessed against the employing board of education. Additional information about proper certification is in Rule 290-3-2-.01(40). Additional information about the penalty is in Rule 290-2-1-.01. All teachers must be paid according to the State Minimum Salary Schedule. Additional information about the schedule is in Rule 290-2-1-.01.

**(3) Highly Qualified Teacher.** A teacher may be officially designated highly qualified by the Alabama State Superintendent of Education in a specific core academic subject area(s) and grade level(s) based on having met criteria outlined in the current edition of *The Alabama Model for Identifying Highly Qualified Teachers*. Highly Qualified Teacher status may be verified on the Educator Certification Section of the Departmental website.

**(4) Alabama Special Requirements**

(a) Completion of a criminal history background check as required by the *Alabama Child Protection Act of 1999*, as amended, and in Rule 290-3-2-.02(8).

(b) Verification, on the current application form for each certification approach, of citizenship or nationality status as required by the *Beason-Hammon Alabama Taxpayer & Citizen Protection Act 2011-535*, and as amended, by *Alabama Act No. 2012-491*.

(c) Completion of requirements of the Alabama Educator Certification Assessment Program (AECAP) as prescribed in Rule 290-3-2-.02(9).

**(5) Applications.**

(a) An applicant must meet all certification requirements for the selected approach to certification in effect on the receipt date of the application.

(b) Requirements must be met at the time of application receipt. An applicant who submits an incomplete application for certification must submit the additional required documentation within the 60 day period beginning with the date of a letter from the Educator Certification Section indicating the requirements yet to be verified. If the required documentation is not received in the Section within that 60 day period, the applicant must submit a current application, submit another nonrefundable fee, and meet requirements in effect on the receipt date of the new application.

(c) Applicants required to successfully complete the Alabama Educator Certification Assessment Program (AECAP) must submit verification of meeting the test requirements within the 6 month period beginning with the date of a letter from the Educator Certification Section indicating certificate eligibility status. If the testing requirements are not met or verification is not received in the Section within that 6 month period, the applicant must submit a current application, submit another nonrefundable fee, and meet requirements in effect on the receipt date of the new application. Some approaches to certification require successful completion of the AECAP at a specific time and must be met as prescribed in this chapter.

**(6) Application Fee.**

(a) The Educator Certification Section shall collect fees for certification purposes pursuant to Ala. Code § 16-23-4 (1975).

(b) Each application for certification must be accompanied by a \$30.00 nonrefundable fee.

1. If the applicant is eligible or becomes eligible for certification within 60 days or 6 months as prescribed in Rule 290-3-2-.02(5), a certificate will be issued. Additional fee(s) may be requested for certification in more than one area.

2. If the applicant does not become eligible for certification within 60 days or 6 months as prescribed in Rule 290-3-2-.02(5), an Emergency Certificate or Substitute License may be issued for a qualified applicant at the request of an employing superintendent or administrator. Otherwise, the \$30.00 fee is non-transferable and will be forfeited.

3. If eligibility requirements are not met within 60 days or 6 months as prescribed in Rule 290-3-2-.02(5), the applicant must submit a current application, submit another nonrefundable fee, and meet requirements in effect on the receipt date of the new application.

(c) A cashier's check, money order, or receipt for online payment through the Department approved payment system is required. No other form of payment is accepted. Money orders and cashier's checks must be payable to the Alabama State Department of Education.

(d) All fees are nonrefundable.

**(7) Minimum Degree and Academic Requirements.**

(a) Specific degree requirements must be met in the Rules as prescribed in this chapter.

(b) An applicant whose only degree is a bachelor's degree that has been earned from a non-regionally accredited senior institution may apply for a Class B Professional Educator Certificate with acceptable verification that all of the following conditions have been met:

1. Completion of a state-approved educator preparation program.

2. Valid professional educator certificate from another state or DoDEA in an area in which Alabama offers comparable certification at the Class B level.

3. Nine semester hours of graduate credit with grades of "B" or above earned from an Alabama institution with State-approved programs and posted on the official transcript of that institution.

(c) An applicant who holds a bachelor's degree from a non-regionally accredited senior institution and a bachelor's or higher degree from a regionally accredited senior institution shall have both degrees recognized for certification purposes.

(d) Degrees above the bachelor's level earned from non-regionally accredited senior institutions will not be recognized for certification purposes.

(e) Remedial courses will not be recognized for certification purposes. Other than remedial, these courses may be called compensatory, developmental, or basic skills. These courses are usually numbered below 100.

**(8) Criminal History Background Check.**

(a) Effective July 1, 2002, an applicant for certification/licensure or an applicant employed by a local school system or nonpublic school who will have unsupervised access to children in an educational environment and who has not completed a background check since July 1, 1999, as required by the Alabama Child Protection Act of 1999, as amended, shall be required to be fingerprinted for a criminal history background check through the Alabama Bureau of Investigation (ABI) and the Federal Bureau of Investigation (FBI) pursuant to Act 2002-457.

1. The applicant shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints.

2. An applicant for certification/licensure:

(i) Shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education; and

(ii) After a suitability determination by the Alabama State Superintendent of Education, the appropriate certificate shall be issued, if other requirements for certification are met.

3. An applicant recommended for employment by a local employing board of a public school:

(i) Shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education; and

(ii) Shall be issued a suitability determination from the Alabama State Superintendent of Education if the individual is a certified applicant for employment; or

(iii) Shall be issued a clear report or a report consisting of confirmed convictions and pending criminal charges if the individual is a noncertified applicant for employment; and

(iv) Shall have the suitability determination or report issued to the local employing superintendent.

4. An applicant recommended for employment in a nonpublic school:
  - (i) Shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education; and
  - (ii) Shall have a suitability determination issued by the Alabama State Superintendent of Education to the administrator of the nonpublic school requesting the determination.
  
- (b) Effective July 1, 2002, a current certified/licensed or noncertified employee who has or will have unsupervised access to children in an educational environment and who has not completed a background check since July 1, 1999, through the ABI and the FBI for the purposes of Alabama certification/licensure or employment with a local employing board or nonpublic school shall be required to submit fingerprints for a background check pursuant to Act 2002-457.
  1. Any current certified/licensed or noncertified employee in a public school system:
    - (i) Shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the to the Alabama Department of Education;
    - (ii) Shall be issued a suitability determination from the Alabama State Superintendent of Education; and
    - (iii) Shall have the same suitability determination issued to the local employing superintendent.
  2. Any current certified/licensed or noncertified employee in a nonpublic school:
    - (i) Shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education; and
    - (ii) Shall have a suitability determination issued by the Alabama State Superintendent of Education to the administrator of the nonpublic school requesting the determination.

(c) Effective July 1, 2002, a background check shall be required for any current employee and any new employee of the Alabama Department of Education who has unsupervised access to and provides education, training, instruction, or supervision for children in an educational setting.

1. An Alabama Department of Education employee shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education.

2. An Alabama Department of Education employee shall be issued a suitability determination by the Alabama State Superintendent of Education.

(d) Effective no later than the beginning of the fall 2008 semester, any candidate applying for admission to a State-approved teacher education program shall be required to be fingerprinted for a criminal history background check through the Alabama Department of Education to the Alabama Bureau of Investigation (ABI) and the Federal Bureau of Investigation (FBI) pursuant to Act 2002-457.

1. The candidate shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education.

2. The candidate shall be issued a suitability determination from the State Superintendent of Education. The candidate must provide the designated official of the teacher education unit documentation of having cleared the criminal history background check prior to admission to a State-approved teacher education program.

3. A candidate whose suitability determination precludes admission to a State-approved teacher education program has the right to due process procedures in accordance with Rule 290-3-2-.04, Revocation and Suspension of Certificates and Unsuitability Determinations.

(e) After such time that all current employees have been fingerprinted for a background check, any individual who submits an application for additional certification or for the renewal of a certificate, and who has not completed a background check shall be required to be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints, submit the required nonrefundable and nontransferable fee, and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education.



(f) A background clearance shall also be required of an applicant or current employee who completed a background check for certification/licensure purposes prior to July 1, 2002, but no longer has those prints on file due to the lapse of the certificate or license or because the individual was not eligible for a certificate or license.

(g) When the Alabama State Superintendent of Education has reasonable suspicion that an individual who holds a certificate or license issued by the Alabama State Board of Education or is a current public employee has been convicted of a felony or a misdemeanor other than a minor traffic violation or has been guilty of immoral, indecent or unbecoming behavior, that individual shall be subject to a background clearance through a fingerprint review. In such case, the individual will not be responsible for the required fee. A letter of notification from the Alabama State Superintendent of Education regarding the intent to conduct a review will be sent to the individual. The individual shall be fingerprinted by the approved third party contractor designated by the Alabama Department of Education who has been trained to take acceptable fingerprints and authorize the Alabama Department of Public Safety to conduct a criminal history background check and allow the release of any criminal history information to the Alabama Department of Education. Failure to comply with this requirement shall result in appropriate disciplinary action.

(h) No local employing board or nonpublic school shall hire an applicant who may have unsupervised access to a child without first obtaining a criminal history background information check, except on a temporary emergency basis. In the event that this exception is used and a position is filled by the employer due to exigent circumstances, the applicant so employed may be placed on payroll until such time as a criminal history background information check on the employee is completed as prescribed in Act 2002-457.

**(9) Alabama Educator Certification Assessment Program (AECAP).** The statewide testing program required by the Alabama State Board of Education.

(a) Applicants must meet the AECAP requirements in effect at the time the application is received in the Educator Certification Section.

(b) Additional information regarding AECAP requirements may be found in the Rule for each approach as prescribed in this chapter and on the Departmental website.

(c) Only electronic score reports submitted directly from the testing service to the Alabama State Department of Education will be accepted.

(d) Components of the AECAP are:

1. Basic skills assessments from the ACT WorkKeys System (Applied Mathematics, Reading for Information, and Writing). The requirements for the basic skills assessments became effective January 1, 2003, as a precondition for initial certification. Effective September 1, 2013, successful passage of the basic skills assessments became a precondition for unconditional admission to a Class B program or an Alternative Class A program. The basic skills assessments are also a precondition for selected State-approved approaches. Additional information regarding the basic skills assessments may be found on the Departmental website and on the ACT website.

2. Praxis II tests from Educational Testing Service (ETS). The requirements for the Praxis II tests became effective April 14, 2005, as a precondition for initial certification in any teaching field or area of instructional support. Additional information regarding the Alabama prescribed Praxis II tests can be found on the Departmental website and on the ETS website.

3. Effective September 1, 2018, a performance assessment. The performance assessment, administered by Pearson, will be required for initial certification in a teaching field or area of instructional support.

**(10) Professional Educational Work Experience.**

(a) Acceptable professional educational work experience is full-time employment in teaching or an area of instructional support (e.g., counseling, etc.) in the following educational settings:

1. A state or local P-12 public school;
2. An Alabama P-12 nonpublic school;
3. A P-12 nonpublic school outside of Alabama that was regionally accredited or approved by the State Department of Education where the school was geographically located when the experience was earned;
4. A P-12 church-related school;
5. A P-12 charter school that was regionally accredited or approved by the State Department of Education where the school is geographically located when the experience was earned;
6. State Departments of Education;
7. An Alabama State Department of Education sponsored Initiative (e.g., Alabama Reading Initiative, etc.);
8. A professional educational association (e.g., National Education Association, National Federation of Teachers, etc);
9. A post-secondary institution that was regionally accredited when the professional educational work experience was earned. Full-time employment in a post-secondary institution is determined by the written policies of that institution.
10. A P-12 federally operated school (e.g., Department of Defense Education Activity, Bureau of Indian Affairs, etc.);

11. A Head Start Program under the legal jurisdiction of a public school system when the experience was earned;

12. A childcare facility below Kindergarten (Age 5) if the facility was accredited by the National Association for the Education of Young Children (NAEYC) when the experience was earned.

(b) Professional educational work experience earned outside of the United States will be considered on an individual basis.

(c) Employment in increments of less than one semester (4.5 months) will not be considered.

(d) Educational experience as an intern, graduate assistant, student teacher, member of a board of education, or in positions such as an aide, clerical worker, or substitute teacher is not acceptable.

(e) Supplement EXP must be used to document professional educational work experience.

**(11) Valid Periods for Certificates and Licenses.**

(a) If applicable, deadlines for meeting requirements to issue a certificate are outlined in the specific rule for that certification approach.

(b) Current valid periods for Professional Educator Certificates, Professional Leadership Certificates, and renewable Career and Technical Certificates. Professional Educator Certificates, Professional Leadership Certificates, and renewable Career and Technical Certificates issued beginning December 2013 are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years unless otherwise prescribed elsewhere in this chapter.

(c) Changing valid periods when a new Professional Educator Certificate, Professional Leadership Certificate, or renewable Career and Technical Certificate is added. When an additional Professional Educator Certificate, Professional Leadership Certificate, or renewable Career and Technical Certificate is issued, the valid period for each valid Professional Educator Certificate, Professional Leadership Certificate, or renewable Career and Technical Certificate shall be updated to reflect the valid period of the newest Professional Educator Certificate, Professional Leadership Certificate or renewable Career and Technical Certificate.

(d) Changing valid periods when an additional teaching field is added to a Professional Educator Certificate. When an additional teaching field is added to a valid Professional Educator Certificate, the valid period for each valid Professional Educator Certificate, Professional Leadership Certificate, or renewable Career and Technical Certificate shall be updated to the valid period of the newest Professional Educator Certificate.

(e) Additional information regarding the valid period of a certificate is in the Rule for the specific certificate.

(f) Valid period historical information.

1. From July 1, 1997 through November 2013, the Department issued Professional Educator Certificates with a valid period of five scholastic years. In January 2010, the Department began to issue Professional Leadership Certificates with a valid period of five scholastic years.

2. Prior to July 1, 1997, a Class B Professional Educator Certificate was issued with a valid period of 8 scholastic years, a Class A Professional Educator Certificate was issued with a valid period of 10 scholastic years, and a Class AA Professional Educator Certificate was issued with a valid period of 12 scholastic years.

**(12) Failure to Maintain a Valid Certificate.** An individual who allows a certificate to expire cannot qualify for a certificate at the same degree-level in the same teaching field or area of instructional support based on the same approach and criteria or credentials that were used to earn the certificate initially. Additional information on the requirements for reinstating an expired certificate is in Rule 290-3-2-.29.

**(13) Foreign Credential Evaluations.**

(a) An individual who earned a bachelor's or higher degree at a university or college in another country must submit an evaluation of their foreign credentials from a Department-approved foreign credential evaluation agency.

(b) The original complete evaluation must be submitted and must include **all** of the following:

1. An accurate course-by-course and credit hour-by-credit hour translation of the coursework completed.

2. A statement verifying the degree earned which is equivalent to a degree granted by a regionally accredited senior institution in the United States.

3. The major program area.

4. The overall grade point average (GPA). The overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as a basis for granting the degree.

(c) An individual who earned a bachelor's or higher degree and completed an educator preparation program at a university or college in another country may seek a Professional Educator Certificate in a teaching field. Additional information may be found in Rule 290-3-2-.25.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and new adopted 09-11-03 effective 10-16-03; emergency amended Rule adopted 4-14-05, effective 4-14-05; amended Rule adopted 6-9-05, effective 7-14-05; amended 8-7-06, effective 9-11-06; repealed and adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; emergency Rule to amend filed 1-10-13; amended Rule adopted 3-14-13, effective 4-18-13; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.03 Professional Educator Certificate and Professional Leadership Certificate.**

**(1) General Information.**

(a) A Professional Educator Certificate is renewable and may be issued at the Class B, Class A, or Class AA level.

(b) A Professional Leadership Certificate is renewable and may be issued at the Class A or Class AA level.

(c) An individual may be eligible for a Professional Educator Certificate or Professional Leadership Certificate through a State-approved approach as prescribed in this chapter.

**(2) Class B, Class A, or Class AA Professional Educator Certificate for Teaching Fields.**

Certificate	Grade or Age Levels	Class B	Class A	Class AA
Collaborative Special Education	K-6	a, b	a, d	a, e
Collaborative Special Education	6-12	a, b	a, d	a, e
Early Childhood Special Education	P-3	a, b	a, d	a, e
Early Childhood	P-3	a, b	a, d	a, e
Elementary	K-6	a, b	a, d	a, e
Elementary-Secondary	P-12	a, b, c	a, c, d	a, c, e
Middle Level	4-8	a, b, c	a, c, d	a, c, e
Secondary	6-12	a, b, c	a, c, d	a, c, e
Special Education	P-12	a, b, c, f	a, c, d	a, c, e

<sup>a</sup> Meet all requirements for the Professional Educator Certificate as prescribed in Rule 290-3-2-.02 and as prescribed in the Rule specific to each applicable approach in this chapter.

<sup>b</sup> Hold at least an earned bachelor's degree from a regionally accredited senior institution or have met requirements as prescribed in Rule 290-3-2-.02(7).

<sup>c</sup> Be issued only in teaching fields listed in the current edition of the *Subject and Personnel Codes* of the Alabama State Department of Education.

<sup>d</sup> Hold at least an earned master's degree from a regionally accredited senior institution.

<sup>e</sup> Complete a planned sixth-year program at a regionally accredited senior institution. Program completion may result in an education specialist or higher degree.

<sup>f</sup> Initial Class B Professional Educator Certificates in speech and language impaired have not been issued with a valid period beginning after July 1, 2007. Information about the Speech-Language Pathology Assistant Certificate is in Rule 290-3-2-.30.

**(3) Class A or Class AA Professional Educator Certificate or Professional Leadership Certificate for Areas of Instructional Support Other Than Instructional Leader.**

<b>Certificate</b>	<b>Grade Levels</b>	<b>Class A</b>	<b>Class AA</b>
Educational Administrator	P-12	a, b, d, e, g	a, c, d, e, g
Principal	P-6	a, b, d, e, g	a, c, d, e, g
Principal	7-12	a, b, d, e, g	a, c, d, e, g
Principal	P-12	a, b, d, e, g	a, c, d, e, g
Library Media Specialist	P-12	a, b, f, h	a, c, f, h
School Counselor	P-12	a, b, f, h	a, c, f, h
School Psychologist	P-12	a, b, f, h	a, c, f, h
School Psychometrist	P-12	a, b, f, h	a, c, f, h
Speech-Language Pathologist	P-12	a, b, h, i	a, c, h, i
Sport Manager	P-12	a, b, f, h	a, c, f, h
Superintendent	P-12	a, b, d, e, g	a, c, d, e, g
Supervisor	P-12	a, b, d, e, g	a, c, d, e, g
Career and Technical Administrator	6-12	a, b, d, e, g	a, c, d, e, g

<sup>a</sup> Meet all requirements for the Professional Educator Certificate or the Professional Leadership Certificate as prescribed in Rule 290-3-2-.02 and as prescribed in the Rule specific to each applicable approach in this chapter.

<sup>b</sup> Hold at least an earned master’s degree from a regionally accredited senior institution.

<sup>c</sup> Complete a planned sixth-year program at a regionally accredited senior institution. Program completion may result in an education specialist or higher degree.

<sup>d</sup> Meet requirements for certification in career and technical administrator, educational administrator, principal, superintendent, or supervisor only through the certificate issued by another state approach.

<sup>e</sup> Applicants for certification in career and technical administrator, educational administrator, principal, superintendent, or supervision through the certificate issued by another state approach must verify three full years of full-time professional educational work experience in a P-12 school system(s) which must include at least one full year of full-time classroom teaching experience.

<sup>f</sup> Applicants for certification in library media, school counseling, school psychology, school psychometry, and sport management must verify two full years of full-time, professional educational work experience in a P-12 school system(s), except for those seeking certification through the Council for Accreditation of Counseling and Related Educational Programs (CACREP) approach or the Nationally Certified School Psychologist approach.

<sup>g</sup> Meeting requirements for certification in career and technical administrator, educational administrator, principal, superintendent, and supervisor leads to the issuance of the Professional Leadership Certificate.

<sup>h</sup> Meeting requirements for certification in library media, school counselor, school psychologist, school psychometrist, speech-language pathologist, and sport manager leads to the issuance of the Professional Educator Certificate.

<sup>i</sup> Meet requirements for certification in speech-language pathology only through the Speech-Language Pathology approach.

**(4) Class A or Class AA Professional Leadership Certificate in Instructional Leader.**

<b>Certificate</b>	<b>Grade Level</b>	<b>Class A</b>	<b>Class AA</b>
Instructional Leader	P-12	a, b	a, c

<sup>a</sup> Meet all requirements for the Professional Leadership Certificate as prescribed in Rule 290-3-2-.02 and as prescribed in the Rule for the State-approved program approach.

<sup>b</sup> Hold at least an earned master's degree from a regionally accredited senior institution.

<sup>c</sup> Complete a planned sixth-year program at a regionally accredited senior institution. Program completion may result in an education specialist or higher degree.

**(5) Valid Period.** The valid period of the Professional Educator Certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years. The valid period of the Professional Leadership Certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6- 14-99; effective 7-19-99, repealed and new adopted 06-13-02; emergency Rule to repeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to repeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; amended 07-13-04 effective 08-17-04; emergency Rule adopted 9-14-06, effective 9-14-06; amended 11-9-06, effective 12-14-06; repealed and adopted new, 8-4-08, effective 9-18-08; amended 4-8-10, effective 5-13-10; repealed and adopted new 12-9-10, effective 1-14-11; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.04 Revocation and Suspension of Certificates and Unsuitability Determinations.**

**(1) Authority of the Alabama State Superintendent of Education.**

(a) The Alabama State Superintendent of Education shall have the authority under existing legal standards to:

1. Revoke, suspend, recall, non-renew, refuse to issue, or impose any other condition or requirement authorized by this Rule upon any certificate held by a person who has been proven guilty of immoral conduct or unbecoming or indecent behavior in Alabama or any other location in accordance with Ala. Code §16-23-5 (1975).

2. Revoke, suspend, recall, non-renew, refuse to issue, or impose any other condition or requirement authorized by this Rule upon a certificate to an applicant whose certificate has been subject to adverse action by another state until after the adverse action is resolved in his or her favor, or reversed by that state.

3. Suspend or revoke an individual's certificate issued by the Alabama State Superintendent of Education when a certificate or license issued by another state is subject to adverse action. The suspension or revocation shall expire upon reinstatement of the certificate or license without other conditions by the other state.

4. Revoke, refuse to issue, suspend, recall, non-renew, or impose any other condition or requirement authorized by this Rule upon a certificate for just cause.

5. Revoke, refuse to issue, suspend, recall, non-renew, or impose any other condition or requirement authorized by this Rule, any certificate where there has been an alteration of the certificate by any certificate holder or by any other person or agency with intent to mislead or defraud. It shall be incumbent upon the certificate holder to establish evidence of the absence of intent to mislead or defraud.

6. Issue a public reprimand; place a certificate holder on probation; require a person to undergo drug testing, training in anger management, classroom management, or student assessment procedures; or require any other appropriate or remedial training as a condition of his or her certification or licensure.

7. Issue an emergency suspension of a certificate or license using the procedures established by the Alabama Administrative Procedure Act.

(b) This Rule shall apply to individuals holding a Substitute Teacher License, or any other certificate or license issued pursuant to Title 16 of the Code of Alabama.

(c) This Rule shall apply to individuals applying for admission to a State-approved teacher education program.

(d) The Alabama State Superintendent of Education shall determine whether the applicant satisfies the criteria for public employment pursuant to the Alabama Child Protection Act of 1999, as amended, and Ala. Code §16-23-5 (1975), as applicable.

(e) The Alabama State Superintendent of Education's decision to revoke, recall, non-renew, non-issue, deny, accept a surrender of a certificate, or other similar action is a permanent decision concerning the individual's fitness to teach and suitability for public employment.



**(2) Requirements of Local Superintendents of Education.** Each local superintendent shall submit to the Alabama State Superintendent of Education within ten calendar days of the decision, the name and social security number of each employee holding an Alabama certificate or license who is terminated, or nonrenewed, resigns, or is placed on administrative leave for cause, and shall indicate the reason for such action. Superintendents shall provide personnel records and all investigative information immediately upon request by the Alabama Department of Education. Superintendents shall not be required to report teachers who are nonrenewed without cause. Failure to comply may result in disciplinary action against the employing local superintendent.

**(3) Certification and Unsuitability Status Review Process.**

(a) When information is received pursuant to a criminal background check conducted under the Child Protection Act of 1999, as amended, for an individual who has been convicted of or entered a plea of no contest to a felony or misdemeanor other than a minor traffic violation, or has a pending charge against him or her, a confidential review of the individual's suitability status shall be conducted to determine whether or not to recommend action.

(b) When information is received by any method other than directly pursuant to a criminal background check conducted under the Child Protection Act of 1999, as amended, for an individual who appears to have been guilty of immoral, unbecoming, or indecent behavior, a confidential review of the individual's fitness to hold a certificate or license shall be conducted to determine whether or not to recommend action.

(c) All reviews shall be thorough and concluded as expeditiously as possible. Information discovered in the course of the review not relevant to the question of certification or suitability for employment shall be disregarded. All documents shall be deemed investigatory documents and remain confidential during the course of the review.

(d) Until notice of a proposed action is attempted to be served upon an individual, the State Department of Education shall indicate in all databases accessible by third parties, including local education agencies, that an individual's valid certificate is valid. During this period, the State Department of Education shall state to third parties inquiring about the valid certificate holder's status, that the individual's certificate is valid. Nothing in this Rule shall be construed to impede the State Department of Education from investigating claims of misconduct, including contacting potential witnesses, to determine whether to initiate any action against the certificate holder or other potential respondent.

(e) Upon completion of the confidential review, a recommendation for action or no action shall be conveyed to the Alabama State Superintendent of Education and the process prescribed in Rule 290-3-2-.04(4) through (8) shall apply as appropriate.

(f) When an individual has been convicted of any crime covered by the Fincher Act, codified at §16-23-5, Ala. Code (1975), the procedures in this Rule need not be followed; instead, immediate action may be taken pursuant to the provisions of that section.

**(4) Hearing Procedures.**

(a) Notice of Proposed Action or Unsuitability. A proposed action against an individual's certificate or license or notice of unsuitability shall be initiated by service of a written notice of the proposed action or unsuitability, and shall contain a statement of:

1. The nature of the hearing including the individual's rights to challenge the proposal pursuant to the Alabama Administrative Procedures Act;
2. The legal authority and jurisdiction under which the hearing is to be held;
3. Reference to the particular sections of statutes and Rules involved; and
4. The reasons for the proposed action. If the Alabama State Department of Education is unable to state the reasons in detail at the time the notice is served, the initial notice may be limited to a statement of the issues involved. Thereafter, upon application by the respondent, a more definite statement may be furnished.

(b) Service of Notice. The notice may be served by personal service or certified mail, return receipt requested.

(c) Request for Hearing. A respondent may request in writing a hearing to contest a proposed action.

1. The request shall be submitted to the Alabama State Superintendent of Education within 15 calendar days of the date of receipt of notice of the proposed action.

2. Failure to request a hearing within the above time frame shall constitute a waiver of the opportunity for a hearing and shall cause the matter to be submitted to the Alabama State Superintendent of Education for final action.

3. If a hearing is requested within the above time frame, the Alabama State Superintendent of Education may request the appointment of a hearing officer to conduct the hearing. If the respondent is a current public noncertified employee, the due process administrative hearing shall be conducted by an administrative law judge in accordance with the hearing procedures of the Alabama Administrative Procedures Act; and the administrative law judge shall hear the case, make findings of fact, and enter the final determination of suitability. Within a reasonable amount of time prior to the hearing, both parties shall exchange all documents to be introduced into evidence at the hearing. The service of materials exchanged by the parties, and of any filings with the administrative law judge, may be by electronic means, including e-mail. Any filing e-mailed to an administrative law judge shall be simultaneously e-mailed to the opposing party or his or her attorney. E-mailed documents should be in PDF format. When service on an opposing party or his or her attorney is not made by e-mail, any e-mailed filing shall be placed in the U.S. Mail to the opposing party or his or her attorney within one business day. The Alabama Rules of Civil Procedure shall be a guide to the conduct of discovery by the parties.

- (d) Conduct of Hearing.
  - 1. A hearing officer shall have the authority to:
    - (i) Establish a date, time and place for the hearing;
    - (ii) Maintain order;
    - (iii) Make a record of the proceedings;
    - (iv) Establish reasonable time limits for the conduct of the proceedings;
    - (v) Rule on the admissibility of evidence;
    - (vi) Hold a prehearing conference, if necessary, to clarify the matters in dispute; establish the order of presentation; allow and establish time limits for the exchange of exhibits and names of witnesses; and
    - (vii) Enter an order on any other matter which would affect the conduct of the hearing.
  - 2. The hearing shall be open to the public, unless it is ordered to be closed by the hearing officer for good cause or by agreement of the parties.
  - 3. A respondent may be represented by counsel at his/her own expense.
  - 4. The hearing officer shall enter a protective order sealing any portion of the record and documents exchanged by the parties when that information contains personally identifiable information about one or more students, and when the public has no need for that information.
- (e) Settlement. Informal dispositions may be made of any matter set for hearing by stipulation, agreed settlement, consent order or default or by another method agreed upon by the parties in writing.
- (f) Pending final resolution of the hearing:
  - 1. The Alabama State Superintendent of Education may take no further action regarding the suitability or fitness determination, except for an emergency suspension;
  - 2. The suitability or fitness determination regarding the public certified employee, certified applicant for employment, or current public noncertified employee is stayed, except for an emergency suspension;
  - 3. The requesting local employing board is prohibited from taking any adverse action against the individual that pertains solely to the pending procedures of the Alabama State Department of Education.
- (g) Record of Proceedings.
  - 1. The record of a hearing shall include:
    - (i) The notice of proposed action;
    - (ii) The request for a hearing;
    - (iii) All evidence received during the hearing;
    - (iv) A transcript of the proceedings;
    - (v) A statement of all matters officially noticed;
    - (vi) All questions and offers of proof, objections and rulings thereon;

- (vii) The written recommendation of the hearing officer; and
- (viii) The final order of the Alabama State Superintendent of Education (if the individual is certified or an applicant for certification); or
- (ix) The final order by an administrative law judge (if the individual is a noncertified current employee).

2. Oral proceedings shall be recorded either by mechanized means or by a qualified shorthand reporter. Oral proceedings shall be transcribed at the request of any party with the expense of transcription charged to the requesting party. The record of oral proceedings shall be maintained by the Alabama State Department of Education for five years from the date of entry of the final order of the Alabama State Superintendent of Education.

(h) Rules of Evidence. The Alabama Rules of Evidence as provided in Ala. Code §41-22-13 (1975) shall apply to all hearings conducted under these Rules. When necessary to ascertain facts not reasonably susceptible of proof under the Alabama Rules of Evidence, evidence not admissible thereunder may be admitted (except where precluded by statute) if it is of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs.

(i) Final Order:

1. Upon completion of a hearing, the hearing officer shall prepare for and submit to the Alabama State Superintendent of Education a written recommendation with respect to the proposed action. The hearing officer may, if he or she disagrees with the proposed action, make any recommendation that he or she finds is warranted under this Rule and state law. The recommendation may be for a less severe sanction than the action that was proposed by the Department. The recommendation shall consist of a statement of facts found by the hearing officer and a recitation of the application of the facts found to the applicable statutes and regulations. The recommendation along with the record shall be submitted to the Alabama State Superintendent of Education within 30 days after the hearing is concluded. The 30-day period may be extended at the discretion of the hearing officer.

2. Based upon a review of the record of the hearing and the recommendation of the hearing officer, the Alabama State Superintendent of Education shall issue a final order within 30 days after the recommendation is received for individuals who are certified or who are applicants for certification.

(i) The 30-day period may be waived or extended with the consent of the parties.

(ii) The final order may accept, reject, or modify the recommendation of the hearing officer for individuals who are certified or licensed or who are applicants for certification or licensure.

(iii) The decision of the administrative law judge for cases involving noncertified current employees is final and not subject to appeal.

(j) Upon final resolution the results of the hearing and any accompanying findings or order are sent to both the individual and the local employing superintendent.

**(5) Application for Rehearing.** Any party may, within 15 days after entry of the final order, file an application for rehearing pursuant to the provisions of Ala. Code §§41-22-17 (1975).

**(6) Summary Proceeding.**

(a) If, after a reasonable and diligent effort, service of notice of a proposed action is not perfected, the Alabama State Superintendent of Education may make a summary disposition of the matters reflected in the notice of proposed action.

(b) The Alabama State Superintendent of Education may suspend a current teacher certificate/license, refuse to renew a teacher certificate/license, or refuse to issue a teacher certificate/license either indefinitely or until the expiration of the valid period of the teacher certificate/license, as the case may be, until such time as the whereabouts of the teacher becomes known. At such time, the Alabama State Superintendent of Education may serve the respondent with a notice of proposed action.

**(7) Judicial Review.** A teacher who has exhausted all administrative remedies available and who is aggrieved by a final order of the Alabama State Superintendent of Education may seek judicial review pursuant to the provisions of Ala. Code §§41-22-20 and 41-22-21 (1975).

**(8) Report of Final Dispositions.** Upon final order of the Alabama State Superintendent of Education to revoke, recall, suspend, refuse to issue a certificate or license, or imposing any other sanction authorized by this Rule or by settlement, the Alabama State Department of Education shall report the final disposition to the National Association of State Directors of Teacher Education and Certification (NASDTEC) Clearinghouse or its agent, in a manner consistent with the requirements of the NASDTEC compact.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1, 16-23-2, and 16-23-5 (1975).

**History:** Adopted new 8-4-08, effective 9-8-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.05 Additional Teaching Field Approach Based on a Professional Educator Certificate, Experience, and a Test Score.**

(1) **Overview.** An individual may seek additional certification in the selected teaching field(s) of early childhood education (P-3), elementary education (K-6), and most middle level (4-8), secondary (6-12), and elementary-secondary (P-12) teaching fields if a valid Alabama Professional Educator Certificate in a teaching field is held, appropriate experience is verified, and the appropriate Alabama prescribed Praxis II subject area test(s) is passed. This approach is commonly referred to as Certification Based on Test (CBT).

(2) **Limitations on Issuance.**

(a) This approach is not available to an individual who holds only a valid Professional Educator Certificate in an area of instructional support or a Professional Leadership Certificate.

(b) This approach is not available to an individual who holds only a Provisional Certificate, Interim Employment Certificate, Business and Industry to Educational Administrator Certificate, Career and Technical (Level, Type, Specialty Area, Degree Equivalent, and/or Temporary) Certificate, Speech-Language Pathology Assistant Certificate, Speech-Language Pathology Temporary Certificate, Speech-Language Pathology Professional Educator Certificate, Child Nutrition Program Director Certificate, Junior Reserve Officer Training Corps (JROTC) Certificate, Emergency Certificate, or Substitute License.

(c) Certification through this approach in the teaching fields of early childhood education (P-3) and elementary education (K-6) is only available to an individual who holds a valid Professional Educator Certificate in one of the following teaching fields: early childhood education (P-3), elementary education (K-6 or K-9), early childhood special education (P-3), collaborative teacher (K-6), or elementary multiple abilities (K-6).

(d) Additional certification is available only in the teaching fields and grade levels listed on the current application for this approach.

(3) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.05 and on the application.

(4) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) A valid Professional Educator Certificate in a teaching field as prescribed in Rules 290-3-2-.03 and 290-3-2-.05(2).

(c) Experience Requirement.

1. Teaching fields of early childhood (P-3) and elementary education (K-6): Verification of two full scholastic years of full-time classroom teaching experience within the grade range of the new certificate being sought. Partial years cannot be combined to meet this requirement. Experience must be verified on Supplement EXP.

2. Other teaching fields: Verification of two full scholastic years of full-time classroom teaching experience within a P-12 setting. Partial years cannot be combined to meet this requirement. Experience must be verified on Supplement EXP.

(d) Verification of a current passing score for the prescribed Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP) for the teaching field.

(5) **Degree Level.** The Professional Educator Certificate issued through this approach shall be issued only at the Class B (bachelor's degree) level.

(6) **Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

(7) **Historical Information.** The Additional Teaching Field approach became effective on April 14, 2006, upon adoption and implementation of the prescribed Praxis II subject area test(s).

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.06 Provisional Certificate in a Teaching Field (PCTF) Approach.**

(1) **Overview.** A superintendent or administrator who wishes to employ an individual may request a Provisional Certificate in a Teaching Field (PCTF). The individual must be employed full-time in a teaching field while completing the requirements of the PCTF approach to earn a Class B Professional Educator Certificate in that teaching field. A PCTF is available for grades K-12 and 6-12 teaching fields as indicated on the current application form. This approach was previously named the Alternative Baccalaureate-Level Certificate (ABC) Approach.

(2) **General Information.**

(a) An individual must complete three full years of full-time teaching experience in the teaching field while holding a valid PCTF and/or ABC in no more than two public school systems and/or nonpublic schools within the four scholastic years from the July 1 beginning date of the first PCTF or ABC.

(b) An individual must hold a valid certificate for all teaching fields to which he or she is assigned. An individual who holds only a valid PCTF must be assigned only to the teaching field for which the PCTF was issued. An individual who holds a valid PCTF and a valid certificate in another teaching field or area of instructional support must be assigned to the area of the PCTF for at least the majority of the day.

(c) The superintendent or administrator must monitor the applicant's compliance with the requirements of the PCTF approach.

(d) An individual who held the first Alternative Baccalaureate-Level Certificate (ABC) valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year may be issued the second and/or third PCTF in the same teaching field if all requirements have been met.

1. An individual who held the first ABC valid for the 2013-2014 scholastic year and the second ABC valid for the 2014-2015 or the 2015-2016 scholastic year may be issued the third PCTF valid for the 2016-2017 scholastic year.

2. An individual who held the first ABC valid for the 2014-2015 scholastic year and the second ABC valid for the 2015-2016 scholastic year may be issued the third PCTF valid for the 2016-2017 or 2017-2018 scholastic year.

3. An individual who held the first ABC valid for the 2014-2015 scholastic year may be issued the second PCTF valid for the 2016-2017 scholastic year and the third PCTF valid for the 2017-2018 scholastic year.

4. An individual who held the first ABC valid for the 2015-2016 scholastic year may be issued the second PCTF valid for the 2016-2017 or 2017-2018 scholastic year and the third PCTF valid for the 2017-2018 or 2018-2019 scholastic year.



**(3) Grade Levels, Teaching Fields, and Resulting Professional Educator Certificates.**

<b>PCTF Grade Levels</b>	K-12	6-12
<b>PCTF Teaching Fields</b>	a, b	a, c
<b>Resulting Baccalaureate-Level Professional Educator Certificate</b>	d	e

<sup>a</sup>First, second, and third PCTFs and/or ABCs must be issued in the same teaching field.

<sup>b</sup>Limited to choral or instrumental music, dance, languages other than English (as listed on the current application for this approach), theatre, and visual arts.

<sup>c</sup>Limited to the 6-12 teaching fields as listed on the current application for this approach.

<sup>d</sup>Class B Elementary-Secondary Professional Educator Certificate (Grades P-12).

<sup>e</sup>Class B Secondary Professional Educator Certificate (Grades 6-12).

**(4) Limitations on Issuance.**

(a) An individual who has earned credit in more than five professional education courses prior to seeking alternative certification through the PCTF approach may not be eligible for a first PCTF, to be determined on an individual basis. An individual who holds an Alabama Professional Educator Certificate or a professional educator certificate issued by another state may be exempt from this five course limit.

(b) The Department may refuse to issue a certificate for an individual who was enrolled in, but did not meet the requirements of, an educator preparation program.

(c) An individual may not be employed for more than three scholastic years on the basis of holding an Alternative Baccalaureate-Level Certificate, a Career and Technical Alternative Baccalaureate-Level Certificate, a Preliminary Certificate, a Preliminary Certificate Through Exception, a Special Alternative Certificate, a Provisional Certificate, an Interim Employment Certificate, a Business and Industry to Educational Administrator Certificate, an alternative-approach certificate issued by another state or issuing authority, or any combination thereof.

(d) A PCTF is only valid for employment with the public school system or nonpublic school to which the PCTF was issued.

(e) An individual who has not completed all requirements for the Class B Professional Educator Certificate through this approach by the expiration date of the third PCTF shall no longer be eligible for certification through the PCTF approach or any alternative certificate approach.

(f) An individual who earns a Professional Educator Certificate or a Professional Leadership Certificate in the area for which the alternative certificates were issued may be eligible to follow an alternative approach to earning a Professional Educator Certificate or Professional Leadership Certificate in another area.

**(5) First PCTF.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.06 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach full-time, except as noted in Rule 290-3-2-.06(2)(b), in the teaching field and at the grade level for which the PCTF is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCTF is requested.

(ii) The applicant's current application and documentation of having met all requirements.

**(b) Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the first PCTF is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on an official transcript of at least an earned bachelor's degree from a regionally accredited senior institution. Verification on an official transcript of an earned master's or higher degree from a regionally accredited senior institution may also meet the degree requirement.

(i) The bachelor's degree must be posted with a minimum overall grade point average (GPA) of at least 2.5 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0. **For issuance of the first PCTF with a valid period beginning July 1, 2017, and thereafter, the bachelor's degree must be posted with a minimum overall GPA of at least 2.75 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0.** The overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as the basis for granting the degree.

(ii) The GPA requirement does not apply to an applicant holding a valid Professional Educator Certificate or Professional Leadership Certificate.

3. Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP). This requirement does not apply to an applicant holding a valid Professional Educator Certificate or Professional Leadership Certificate. Additional information is in Rule 290-3-2-.02(9).

4. For teaching fields listed on the current application for this approach in which a Praxis II subject area test(s) is currently adopted and prescribed, verification of a current passing score on the prescribed Praxis II subject area test(s) of the AECAP. Additional information is in Rule 290-3-2-.02(9).

5. For teaching fields listed on the current application for this approach in which **no** Praxis II subject area test(s) is currently adopted and prescribed, verification that one of the following two options has been met:

(i) Verification on an official transcript from a regionally accredited senior institution of an academic major in the teaching field.

(ii) Verification on official transcript(s) from a regionally accredited institution of at least 32 semester hours of earned credit, including at least 19 semester hours of upper-division credit, appropriate to the teaching field.

6. An assigned mentor as required in Rule 290-3-2-.01(29).

**(6) Second PCTF.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.06 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach full-time, except as noted in Rule 290-3-2-.06(2)(b), in the teaching field and at the grade level for which the PCTF is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCTF is requested.

(ii) The applicant's current application and documentation of having met all requirements.

**(b) Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the second PCTF is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on Supplement EXP of a full year of full-time classroom teaching experience:

(i) In the teaching field and at the grade level for which the first PCTF was issued, while holding the first PCTF, except as noted in Rule 290-3-2-.06(2)(b); or

(ii) In the teaching field and at the grade level for which the first ABC was issued, while holding the first ABC valid for the 2014-2015 or 2015-2016 scholastic year, except as noted in Rule 290-3-2-.11(1)(e) of Supplement Number 10-4 of the Educator Certification Chapter of the *Alabama Administrative Code*.

3. Verification on an official transcript(s) of credit earned for at least two of the four courses as required in Rule 290-3-2-.06(8) and on the current application for this approach. **If an applicant holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the second PCTF.**

4. An assigned mentor as required in Rule 290-3-2-.01(29).

**(7) Third PCTF.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.06 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach full-time, except as noted in Rule 290-3-2-.06(2)(b), in the teaching field and at the grade level for which the PCTF is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCTF is requested.

(ii) The applicant's current application and documentation of having met all requirements.

**(b) Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the third PCTF is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on Supplement EXP of a full year of full-time classroom teaching experience:

(i) In the teaching field and at the grade level for which the second PCTF was issued, while holding the second PCTF, except as noted in Rule 290-3-2-.06(2)(b); or

(ii) In the teaching field and at the grade level for which the second ABC was issued, while holding the second ABC valid for the 2014-2015 or 2015-2016 scholastic year, except as noted in Rule 290-3-2-.11(1)(e) of Supplement Number 10-4 of the Educator Certification Chapter of the *Alabama Administrative Code*.

3. Verification on an official transcript(s) of credit earned for the remaining two of the four courses as required in Rule 290-3-2-.06(8) and on the current application for this approach. **If an applicant holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the third PCTF.**

4. Verification of a current passing score attained on the prescribed Praxis II Principles of Learning and Teaching Test (PLT) of the Alabama Educator Certification Assessment Program (AECAP). This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate. Additional information is in Rule 290-3-2-.02(9).

5. An assigned mentor as required in Rule 290-3-2-.01(29).

**(8) Course Requirements.** An applicant pursuing certification through the PCTF approach must earn credit for the required coursework prior to October 1 of the scholastic year for which the second and third PCTFs are to be issued.

(a) Coursework must be completed at an Alabama regionally accredited senior institution with State-approved programs and include each of the following areas:

1. Classroom management;
2. Evaluation of teaching and learning;
3. Methods of teaching in the teaching field and at the grade levels for which certification is sought; and
4. Strategies for teaching special needs students in inclusive settings.

(b) If an applicant for the second PCTF holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the second PCTF.

(c) If an applicant for the third PCTF holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the third PCTF.

(d) Coursework must be completed with a grade of “C” or above.

(e) Each course must be from the approved listings available at [www.alsde.edu/EdCert](http://www.alsde.edu/EdCert) and must have been on the approved listing at the time the course was taken.

(f) Coursework applied for completion of the ABC approach cannot later be applied to meet coursework requirements for a State-approved program at a higher degree level in any area.

**(9) Degree Level.** The Provisional Certificates issued through this approach shall be issued only at the bachelor’s degree level.

**(10) Valid Period.** The certificate shall be valid for one scholastic year (July 1 to June 30).

**(11) Professional Educator Certification.** The applicant must apply for the Class B Professional Educator Certificate. Information pertaining to this approach may be found in Rule 290-3-2-.08.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 6-14-12, effective 7-19-12; emergency Rule to amend filed 1-10-13; amended Rule adopted 3-14-13, effective 4-18-13; emergency Rule to amend filed 6-13-13; amended Rule adopted 8-8-13; effective 9-12-13; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.07 Provisional Certificate in a Career and Technical Teaching Field (PCCT) Approach.**

(1) **Overview.** A superintendent or administrator who wishes to employ an individual may request a Provisional Certificate in a Career and Technical Teaching Field (PCCT). The individual must be employed full-time in a teaching field while completing the requirements of the PCCT approach to earn a Class B Professional Educator Certificate in that teaching field. A PCCT is available for grades 6-12 teaching fields as indicated on the current application form. This approach was previously named the Career and Technical Alternative Baccalaureate-Level Certificate (CT ABC) Approach.

(2) **General Information.**

(a) An individual must complete three full years of full-time teaching experience in the teaching field while holding a valid PCCT and/or CT ABC in no more than two public school systems and/or nonpublic schools within the four scholastic years from the July 1 beginning date of the first PCCT or CT ABC.

(b) An individual must hold a valid certificate for all teaching fields to which he or she is assigned. An individual who holds only a valid PCCT must be assigned only to the teaching field for which the PCCT was issued. An individual who holds a valid PCCT and a valid certificate in another teaching field or area of instructional support must be assigned to the area of the PCCT for at least the majority of the day.

(c) The superintendent or administrator must monitor the applicant's compliance with the requirements of the PCCT approach.

(d) An individual who held the first Career and Technical Alternative Baccalaureate-Level Certificate (CT ABC) valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year may be issued the second and/or third PCCT in the same teaching field if all requirements have been met.

1. An individual who held the first CT ABC valid for the 2013-2014 scholastic year and the second CT ABC valid for the 2014-2015 or the 2015-2016 scholastic year may be issued the third PCCT valid for the 2016-2017 scholastic year.

2. An individual who held the first CT ABC valid for the 2014-2015 scholastic year and the second CT ABC valid for the 2015-2016 scholastic year may be issued the third PCCT valid for the 2016-2017 or 2017-2018 scholastic year.

3. An individual who held the first CT ABC valid for the 2014-2015 scholastic year may be issued the second PCCT valid for the 2016-2017 scholastic year and the third PCCT valid for the 2017-2018 scholastic year.

4. An individual who held the first CT ABC valid for the 2015-2016 scholastic year may be issued the second PCCT valid for the 2016-2017 or 2017-2018 scholastic year and the third PCCT valid for the 2017-2018 or 2018-2019 scholastic year.

**(3) Grade Levels, Teaching Fields, and Resulting Professional Educator Certificates.**

<b>PCCT Grade Levels</b>	6-12
<b>PCCT Teaching Fields <sup>a</sup></b>	Only for teaching fields listed on the current application for this approach
<b>Resulting Baccalaureate-Level Professional Educator Certificate</b>	Class B Secondary Professional Educator Certificate (Grades 6-12)

<sup>a</sup> First, second, and third PCCTs and/or CT ABCs must be issued in the same teaching field.

**(4) Limitations on Issuance.**

(a) An individual who has earned credit in more than five professional education courses prior to seeking alternative certification through the PCCT approach may not be eligible for a first PCCT, to be determined on an individual basis. An individual who holds an Alabama Professional Educator Certificate or a professional educator certificate issued by another state may be exempt from this five course limit.

(b) The Department may refuse to issue a certificate for an individual who was enrolled in, but did not meet the requirements of, an educator preparation program.

(c) An individual may not be employed for more than three scholastic years on the basis of holding an Alternative Baccalaureate-Level Certificate, a Career and Technical Alternative Baccalaureate-Level Certificate, a Preliminary Certificate, a Preliminary Certificate Through Exception, a Special Alternative Certificate, a Provisional Certificate, an Interim Employment Certificate, a Business and Industry to Educational Administrator Certificate, an alternative-approach certificate issued by another state or issuing authority, or any combination thereof.

(d) A PCCT is only valid for employment with the public school system or nonpublic school to which the PCCT was issued.

(e) An individual who has not completed all requirements for the Class B Professional Educator Certificate through this approach by the expiration date of the third PCCT shall no longer be eligible for certification through the PCCT approach or any alternative certificate approach.

(f) An individual who earns a Professional Educator Certificate or a Professional Leadership Certificate in the area for which the alternative certificates were issued may be eligible to follow an alternative approach to earning a Professional Educator Certificate or Professional Leadership Certificate in another area.

**(5) First PCCT.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.07 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach full-time, except as noted in Rule 290-3-2-.07(2)(b), in the teaching field and at the grade level for which the PCCT is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCCT is requested.

(ii) The applicant's current application and documentation of having met all requirements.

**(b) Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the first PCCT is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on an official transcript of at least an earned bachelor's degree from a regionally accredited senior institution. Verification on an official transcript of an earned master's or higher degree from a regionally accredited senior institution may also meet the degree requirement.

(i) The bachelor's degree must be posted with a minimum overall grade point average (GPA) of at least 2.5 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0. **For issuance of the first PCCT with a valid period beginning July 1, 2017, and thereafter, the bachelor's degree must be posted with a minimum overall GPA of at least 2.75 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0.** The overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as the basis for granting the degree.

(ii) The GPA requirement does not apply to an applicant holding a valid Professional Educator Certificate or Professional Leadership Certificate.

3. Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP). This requirement does not apply to an applicant holding a valid Professional Educator Certificate or Professional Leadership Certificate. Additional information is in Rule 290-3-2-.02(9).

4. For career and technical education teaching fields listed on the current application for this approach in which a Praxis II subject area test(s) is currently adopted and prescribed, verification of a current passing score on the prescribed Praxis II subject area test(s) of the AECAP. Additional information is in Rule 290-3-2-.02(9).



5. For the career and technical education teaching field of health science, verification that all of the following have been met:

(i) Verification of an active, Alabama license in registered nursing, paramedical, or an approved allied health specialty. The Office of Career and Technical Education of the Department will verify the license.

(ii) Verification on an official transcript from a regionally accredited senior institution of an earned bachelor's or higher degree in the area of the active, Alabama license. The Office of Career and Technical Education of the Department will verify the area of the degree.

6. For career and technical education teaching fields other than health science listed on the current application for this approach in which **no** Praxis II subject area test(s) is currently adopted and prescribed, verification that one of the following two options has been met:

(i) Verification on an official transcript from a regionally accredited senior institution of an academic major in the teaching field. The Office of Career and Technical Education of the Department will verify the academic major.

(ii) Verification on official transcript(s) from a regionally accredited institution of at least 32 semester hours of earned credit, including at least 19 semester hours of upper-division credit, appropriate to the teaching field. The Office of Career and Technical Education of the Department will evaluate the transcript(s) to determine if the courses satisfy the necessary knowledge needed to teach the content standards in the teaching field for which the Professional Educator Certificate will be sought.

7. For the career and technical education teaching fields of technical education, verification of a passing score on the Department-approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

8. An assigned mentor as required in Rule 290-3-2-.01(29).

**(6) Second PCCT.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.07 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach full-time, except as noted in Rule 290-3-2-.07(2)(b), in the teaching field and at the grade level for which the PCCT is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCCT is requested.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the second PCCT is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on Supplement EXP of a full year of full-time classroom teaching experience:

(i) In the teaching field and at the grade level for which the first PCCT was issued, while holding the first PCCT, except as noted in Rule 290-3-2-.07(2)(b); or

(ii) In the teaching field and at the grade level for which the first CT ABC was issued, while holding the first CT ABC valid for the 2014-2015 or 2015-2016 scholastic year, except as noted in Rule 290-3-2-.12(1)(f) of Supplement Number 10-4 of the Educator Certification Chapter of the *Alabama Administrative Code*.

3. Verification on an official transcript(s) of credit earned for at least two of the four courses as required in Rule 290-3-2-.07(8) and on the current application for this approach. **If an applicant holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the second PCCT.**

4. Verification of successful completion of Session A of the Career and Technical Education Teacher Certification Program (CTE TCP). Session A of the CTE TCP is required if the applicant does not hold a valid Professional Educator Certificate in a career and technical teaching field, a valid Specialty Area Career and Technical Certificate, or a valid Degree Equivalent Career and Technical Certificate. Successful completion must be verified by submission of one of the following:

(i) Department-approved professional development training history.

(ii) Certificate of completion.

5. For the career and technical education teaching field of health science, verification of an active, Alabama license in registered nursing, paramedical, or an approved allied health specialty.

6. An assigned mentor as required in Rule 290-3-2-.01(29).

**(7) Third PCCT.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.07 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach full-time, except as noted in Rule 290-3-2-.07(2)(b), in the teaching field and at the grade level for which the PCCT is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCCT is requested.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the third PCCT is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on Supplement EXP of a full year of full-time classroom teaching experience:

(i) In the teaching field and at the grade level for which the second PCCT was issued, while holding the second PCCT, except as noted in Rule 290-3-2-.07(2)(b); or

(ii) In the teaching field and at the grade level for which the second PCCT was issued, while holding the second PCCT valid for the 2014-2015 or 2015-2016 scholastic year, except as noted in Rule 290-3-2-.12(1)(f) of Supplement Number 10-4 of the Educator Certification Chapter of the *Alabama Administrative Code*.

3. Verification on an official transcript(s) of credit earned for the remaining two of the four courses as required in Rule 290-3-2-.07(8) and on the current application for this approach. **If an applicant holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the third PCCT.**

4. Verification of a current passing score attained on the prescribed Praxis II Principles of Learning and Teaching Test (PLT) of the Alabama Educator Certification Assessment Program (AECAP). This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate. Additional information is in Rule 290-3-2-.02(9).

5. For the career and technical education teaching field of health science, verification of an active, Alabama license in registered nursing, paramedical, or an approved allied health specialty.

6. An assigned mentor as required in Rule 290-3-2-.01(29).

(8) **Course Requirements.** An applicant pursuing certification through the PCCT approach must earn credit for the required coursework prior to October 1 of the scholastic year for which the second and third PCCTs are to be issued.

(a) Coursework must be completed at an Alabama regionally accredited senior institution with State-approved programs and include each of the following areas:

1. Classroom management;
2. Evaluation of teaching and learning;
3. Methods of teaching in the teaching field and at the grade levels for which certification is sought; and
4. Strategies for teaching special needs students in inclusive settings.

(b) If an applicant for the second PCCT holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the second PCCT.

(c) If an applicant for the third PCCT holds a valid Professional Educator Certificate in a teaching field, the methods of teaching in the teaching field and at the grade levels for which certification is sought is the only course required for issuance of the third PCCT.

(d) Coursework must be completed with a grade of “C” or above.

(e) Each course must be from the approved listings available at [www.alsde.edu/EdCert](http://www.alsde.edu/EdCert) and must have been on the approved listing at the time the course was taken.

(f) Coursework applied for completion of the PCCT approach cannot later be applied to meet coursework requirements for a State-approved program at a higher degree level in any area.

(g) No component of the Career and Technical Education Teacher Certification Program (CTE TCP) may be used to meet these requirements.

**(9) Degree Level.** The Provisional Certificates issued through this approach shall be issued only at the bachelor’s degree level.

**(10) Valid Period.** The certificate shall be valid for one scholastic year (July 1 to June 30).

**(11) Professional Educator Certification.** The applicant must apply for the Class B Professional Educator Certificate. Information pertaining to this approach may be found in Rule 290-3-2-.08.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 6-14-12, effective 7-19-12; emergency Rule to amend filed 1-10-13; amended Rule adopted 3-14-13, effective 4-18-13; emergency Rule to amend filed 6-13-13; amended Rule adopted 8-8-13; effective 9-12-13; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.08 Professional Certification Following the Provisional Certificate in a Teaching Field (PCTF) or Provisional Certificate in a Career and Technical Teaching Field (PCCT) Approach.**

(1) **Overview.** An individual who has held the first, second, and third PCTF and/or ABC or PCCT and/or CT ABC may meet requirements for a Class B Professional Educator Certificate in the same teaching field and grade level for which the three PCTFs/ABCs or PCCTs/CT ABCs were issued.

(2) **Limitation on Issuance.** An individual who does not apply by October 1 of the calendar year during which the third PCTF or PCCT expires will forfeit the right to seek a Professional Educator Certificate through this approach.

(3) **Application.**

(a) The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.08 and on the application.

(b) The application must be received in the Educator Certification Section no later than October 1 of the calendar year during which the third PCTF or PCCT expires.

(4) **Requirements for Issuance of the Professional Educator Certificate.**

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on Supplement EXP of a full year of full-time classroom teaching experience, except as noted in Rule 290-3-2-.06(2)(b) and Rule 290-3-2-.07(2)(b), in the teaching field and at the grade level for which the third PCTF or PCCT was issued, while holding the third PCTF or PCCT.

(c) For the career and technical education teaching field of health science, verification of an active Alabama license in registered nursing, paramedical, or an approved allied health specialty.

(d) For the career and technical education teaching fields of technical education, verification of a passing score on the Alabama State Department of Education approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the Professional Educator Certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

(5) **Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

(6) **Degree Level.** The Professional Educator Certificate issued through this approach shall be issued only at the Class B (bachelor's degree) level.

**(7) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 6-14-12, effective 7-19-12; emergency Rule to amend filed 1-10-13; amended Rule adopted 3-14-13, effective 4-18-13; emergency Rule to amend filed 6-13-13; amended Rule adopted 8-8-13; effective 9-12-13; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.09 Interim Employment Certificate in a Teaching Field (IEC) Approach.**

(1) **Overview.** This approach was previously named the Special Alternative Certificate (SAC) Approach for Teaching Fields. A superintendent or administrator who wishes to employ an individual may request an Interim Employment Certificate in a Teaching Field (IEC). The individual must be unconditionally admitted to one of the following:

- (a) State-approved Alternative Class A program in a teaching field;
- (b) State-approved Class A program in an area of Special Education, Reading Specialist, or English for Speakers of Other Languages; or
- (c) State-approved Class AA program in an area of Special Education.

(2) **General Information.**

(a) An individual may complete up to three scholastic years of employment while holding a valid IEC and/or SAC. All three IECs and/or SACs must be issued within a four consecutive scholastic year time period. The employment does not have to be full-time and does not have to be in the same public school system and/or nonpublic school.

(b) An individual must hold a valid certificate for all teaching fields and/or areas of instructional support to which he or she is assigned. An individual who holds only a valid IEC must be assigned only to the teaching field for which the IEC was issued.

(c) The superintendent or administrator must monitor the applicant's compliance with the requirements of the IEC approach.

(d) The IEC is not a prerequisite for a Professional Educator Certificate.

(e) An individual who held the first Special Alternative Certificate (SAC) valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year may be issued the second and/or third IEC in the same teaching field if all requirements have been met.

1. An individual who held the first SAC valid for the 2013-2014 scholastic year and the second SAC valid for the 2014-2015 or the 2015-2016 scholastic year may be issued the third IEC valid for the 2016-2017 scholastic year.

2. An individual who held the first SAC valid for the 2014-2015 scholastic year and the second SAC valid for the 2015-2016 scholastic year may be issued the third IEC valid for the 2016-2017 or 2017-2018 scholastic year.

3. An individual who held the first SAC valid for the 2014-2015 scholastic year may be issued the second IEC valid for the 2016-2017 scholastic year and the third IEC valid for the 2017-2018 scholastic year.

4. An individual who held the first SAC valid for the 2015-2016 scholastic year may be issued the second IEC valid for the 2016-2017 or 2017-2018 scholastic year and the third IEC valid for the 2017-2018 or 2018-2019 scholastic year.

**(3) Grade Levels and Teaching Fields Available for IECs.**

<b>IEC Grade Levels</b>	P-3	K-6	4-8	6-12	P-12	P-3, K-6, 6-12, P-12
<b>IEC Teaching Fields</b>	Early Childhood <sup>a</sup>	Elementary <sup>a</sup>	Middle <sup>a, b</sup>	Secondary <sup>a, b</sup>	Elementary- Secondary <sup>a, b</sup>	Special Education <sup>a, b</sup>

<sup>a</sup>First, second, and third IECs and/or SACs must be issued in the same teaching field and at the same grade level.

<sup>b</sup>Teaching fields and grade levels are identified in the current Educator Preparation Chapter of the *Alabama Administrative Code*.

**(4) Limitations on Issuance.**

(a) An individual may not be employed for more than three scholastic years on the basis of holding an Alternative Baccalaureate-Level Certificate, a Career and Technical Alternative Baccalaureate-Level Certificate, a Preliminary Certificate, a Preliminary Certificate Through Exception, a Special Alternative Certificate, an Interim Employment Certificate, a Provisional Certificate, a Business and Industry to Educational Administrator Certificate, an alternative-approach certificate issued by another state or issuing authority, or any combination thereof.

(b) An individual who has not completed all requirements for professional educator certification by the expiration date of the third IEC shall no longer be eligible for certification through the IEC approach.

(c) An individual who earns a Professional Educator Certificate or Professional Leadership Certificate in the area for which the alternative certificates were issued may be eligible to follow an alternative approach to earning a Professional Educator Certificate or Professional Leadership Certificate in another area.

(d) Individuals who held a first Special Alternative Certificate (SAC) in a teaching field prior to the 2011-2012 scholastic year are no longer eligible for a second or third SAC in that teaching field under the rules that were in effect at the time the first SAC was issued. If the three year alternative certificate cap as prescribed in Rule 290-3-2-.09(4)(a) has not been exceeded, an individual may meet all requirements for a first IEC as prescribed in Rule 290-3-2-.09(5) and possibly a second IEC as prescribed in Rule 290-3-2-.09(6).

**(5) First IEC in a Teaching Field.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.09 and on the application.



2. The superintendent or administrator who wishes to employ the applicant to teach in the teaching field and at the grade level of the State-approved program to which to applicant has been unconditionally admitted and for which the IEC is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach during the scholastic year for which the IEC is requested.

(ii) Official verification from the Alabama college or university of unconditional admission to the appropriate State-approved program and documentation of having met all requirements.

(iii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. For Alternative Class A State-approved programs.

(i) Verification on an official transcript of at least an earned bachelor's degree from a regionally accredited senior institution. Additional information is in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(ii) Verification on the current application form for this approach of unconditional admission to the Alternative Class A program in the teaching field and at the grade level for which the IEC is to be issued. Additional information is in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(iii) Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP). If the applicant is unconditionally admitted to an Alternative Class A program on September 1, 2013 or thereafter, the basic skills assessments of the AECAP are required for unconditional admission. This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate. Additional information is in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(iv) For teaching fields in which a Praxis II subject area test(s) is currently adopted and prescribed, verification of a current passing score on the Praxis II subject area test(s) of the AECAP prescribed for issuance of the first IEC.

3. For Class A State-approved programs in English for Speakers of Other Languages (ESOL).

(i) At least a valid Class B Professional Educator Certificate in any teaching field.

(ii) Verification on the current application form for this approach of unconditional admission to a Class A State-approved program in ESOL as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

4. For Class A State-approved programs in Reading Specialist.

(i) At least a valid Class B Professional Educator Certificate in a teaching field as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(ii) Verification on the current application form for this approach of unconditional admission to a Class A State-approved program in Reading Specialist as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

5. For Class A State-approved programs in Special Education.

(i) At least a valid Class B Professional Educator Certificate in a teaching field. An applicant who holds a valid Class B, A, or AA Professional Educator Certificate at the grade level and in the special education teaching field of the Class A program to which he/she has been unconditionally admitted is not eligible for an IEC.

(ii) Verification on the current application form for this approach of unconditional admission to a Class A State-approved program at the grade level and in the teaching field of special education for which the IEC is to be issued as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

6. For Class AA State-approved programs in special education.

(i) At least a valid Class A Professional Educator Certificate in a teaching field. An applicant who holds a valid Class B, A, or AA Professional Educator Certificate at the grade level and in the special education teaching field of the Class AA program to which he/she has been unconditionally admitted is not eligible for an IEC.

(ii) Verification on the current application form for this approach of unconditional admission to a Class AA State-approved program at the grade level and in the teaching field of special education for which the IEC is to be issued as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

7. An assigned mentor as required in Rule 290-3-2-.01(29).

**(6) Second IEC in a Teaching Field.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.09 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach in the teaching field and at the grade level for which the IEC is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach during the scholastic year for which the IEC is requested.

(ii) The applicant's current application and documentation of having met all requirements.

**(b) Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on an official transcript of credit earned for at least three courses in the State-approved program for which the first IEC or SAC was issued.

3. An assigned mentor as required in Rule 290-3-2-.01(29).

**(7) Third IEC in a Teaching Field.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.09 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to teach in the teaching field and at the grade level for which the IEC is to be issued is required to submit to the Educator Certification Section:

- (i) A recommendation on the current application for this approach during the scholastic year for which the IEC is requested.

- (ii) The applicant's current application and documentation of having met all requirements.

- (b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on an official transcript of credit earned for at least four additional courses in the State-approved program for which the second IEC or SAC was issued.

3. An assigned mentor as required in Rule 290-3-2-.01(29).

- (8) **Degree Level.** The IEC shall be issued only at the bachelor's degree level.

- (9) **Valid Period.** The valid period of the IEC shall be no more than one scholastic year (July 1 to June 30). The IEC will be valid from the date the certificate is issued through June 30 of the scholastic year for which it is issued.

- (10) Application for the Professional Educator Certificate.**

- (a) The IEC is not a prerequisite for a Professional Educator Certificate.

- (b) An applicant who completes all requirements of a State-approved program and is recommended by the institution may be issued a Class A Professional Educator Certificate or a Class AA Professional Educator Certificate.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99; amended: 9-9-99; effective 10-14-99, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and new adopted 09-11-03 effective 10-16-03; emergency amended Rule adopted 4-14-05, effective 4-14-05; amended Rule adopted 6-9-05, effective 7-14-05; repealed and adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.10    Interim Employment Certificate in an Area of Instructional Support (IEC) Approach.**

(1)    **Overview.** This approach was previously named the Special Alternative Certificate (SAC) Approach for Areas of Instructional Support. A superintendent or administrator who wishes to employ an individual may request an Interim Employment Certificate in a certain Areas of Instructional Support (IEC). The individual must be unconditionally admitted to one of the following:

- (a)    State-approved Class A program in school counseling, library media, or instructional leadership; or
- (b)    Council for Accreditation of Counseling and Related Educational Programs (CACREP) accredited program in school counseling at an Alabama institution.

**(2)    General Information.**

(a)    An individual may complete up to three scholastic years of employment while holding a valid IEC and/or SAC. All three IECs and/or SACs must be issued within a four consecutive scholastic year time period. The employment does not have to be full-time and does not have to be in the same public school system and/or nonpublic school.

(b)    An individual must hold a valid certificate for teaching fields and/or areas of instructional support to which he or she is assigned. An individual who holds only a valid IEC must be assigned only to the area of instructional support for which the IEC was issued.

(c)    The superintendent or administrator must monitor the applicant's compliance with the requirements of the IEC approach.

(d)    The IEC is not a prerequisite for a Professional Educator Certificate or a Professional Leadership Certificate.

(e)    An individual who held the first Special Alternative Certificate (SAC) valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year may be issued the second and/or third IEC in the same teaching field if all requirements have been met.

1.    An individual who held the first SAC valid for the 2013-2014 scholastic year and the second SAC valid for the 2014-2015 or the 2015-2016 scholastic year may be issued the third IEC valid for the 2016-2017 scholastic year.

2.    An individual who held the first SAC valid for the 2014-2015 scholastic year and the second SAC valid for the 2015-2016 scholastic year may be issued the third IEC valid for the 2016-2017 or 2017-2018 scholastic year.

3.    An individual who held the first SAC valid for the 2014-2015 scholastic year may be issued the second IEC valid for the 2016-2017 scholastic year and the third IEC valid for the 2017-2018 scholastic year.

4.    An individual who held the first SAC valid for the 2015-2016 scholastic year may be issued the second IEC valid for the 2016-2017 or 2017-2018 scholastic year and the third IEC valid for the 2017-2018 or 2018-2019 scholastic year.

**(3) Areas of Instructional Support Available for IECs.**

	<b>Grade Levels: P-12</b>
<b>Areas of Instructional Support Personnel <sup>a</sup></b>	Instructional Leadership, School Counseling, or Library-Media

<sup>a</sup>First, second, and third IECs and/or SACs must be issued in the same area.

**(4) Limitations on Issuance.**

(a) The IEC is not available in the areas of School Psychometry, School Psychology or Speech-Language Pathology.

(b) An individual may not be employed for more than three scholastic years on the basis of holding an Alternative Baccalaureate-Level Certificate, a Career and Technical Alternative Baccalaureate-Level Certificate, a Preliminary Certificate, a Preliminary Certificate Through Exception, a Special Alternative Certificate, an Interim Employment Certificate, a Provisional Certificate, a Business and Industry to Educational Administrator Certificate, an alternative-approach certificate issued by another state or issuing authority, or any combination thereof.

(c) An individual who has not completed all requirements for professional educator certification or professional leadership certification by the expiration date of the third IEC shall no longer be eligible for certification through the IEC approach.

(d) An individual who earns a Professional Educator Certificate or Professional Leadership Certificate in the area for which the alternative certificates were issued may be eligible to follow an alternative approach to earning a Professional Educator Certificate or Professional Leadership Certificate in another area.

(e) Individuals who held a first Special Alternative Certificate (SAC) in an area of instructional support prior to the 2011-2012 scholastic year are no longer eligible for a second or third SAC in that area of instructional support under the rules that were in effect at the time the first SAC was issued. If the three year alternative certificate cap as prescribed in Rule 290-3-2-.10(4)(b) has not been exceeded, an individual may meet all requirements for a first IEC as prescribed in Rule 290-3-2-.10(5) and possibly a second IEC as prescribed in Rule 290-3-2-.10(6).

**(5) First IEC in an Area of Instructional Support.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.10 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to serve in the area of instructional support of the State-approved or CACREP-accredited program to which the applicant has been unconditionally admitted and for which the IEC is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach during the scholastic year for which the IEC is requested.

(ii) Official verification from the Alabama college or university of unconditional admission to the appropriate State-approved or CACREP-accredited program and documentation of having met all requirements.

(iii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. For Class A State-approved programs in School Counseling.

(i) At least a valid Class B Professional Educator Certificate in a teaching field, a valid Class A Professional Educator Certificate in a teaching field or another area of instructional support, or a valid Class A Professional Leadership Certificate as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(ii) Verification on the current application form for this approach of unconditional admission to a Class A State-approved program in school counseling as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

3. For Class A State-approved programs in Library Media.

(i) At least a valid Class B Professional Educator Certificate in a teaching field, a valid Class A Professional Educator Certificate in a teaching field or another area of instructional support, or a valid Class A Professional Leadership Certificate as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(ii) Verification on the current application form for this approach of unconditional admission to a Class A State-approved program in library media as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

4. For Class A State-approved programs in Instructional Leadership.

(i) At least a valid Class B Professional Educator Certificate in a teaching field or a valid Class A Professional Educator Certificate in a teaching field or an area of instructional support as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(ii) Verification on the current application form for this approach of unconditional admission to a Class A State-approved program in instructional leadership as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

5. For CACREP-accredited School Counseling programs.
  - (i) Verification on an official transcript of at least an earned bachelor's degree from a regionally accredited senior institution.
  - (ii) Verification on the current application form for this approach of unconditional admission to a CACREP-accredited school counseling program at an Alabama institution.
  - (iii) Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP). This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate.
6. An assigned mentor as required in Rule 290-3-2-.01(29).

**(6) Second IEC in an Area of Instructional Support.**

- (a) **Application.**
  1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.10 and on the application.
  2. The superintendent or administrator who wishes to employ the applicant to serve in the area of instructional support for which the IEC is to be issued is required to submit to the Educator Certification Section:
    - (i) A recommendation on the current application for this approach during the scholastic year for which the IEC is requested.
    - (ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(5).
2. Verification on an official transcript of credit earned for at least three courses in one of the following:
  - (i) The State-approved program for the area of instructional support in which the first IEC or SAC was issued; or
  - (ii) The CACREP-accredited school counseling program.
3. An assigned mentor as required in Rule 290-3-2-.01(29).

**(7) Third IEC in an Area of Instructional Support.**

- (a) **Application.**
  1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.10 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to serve in the area of instructional support for which the IEC is to be issued is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach during the scholastic year for which the IEC is requested.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on an official transcript of credit earned for at least four additional courses in one of the following:

(i) The State-approved program for the area of instructional support in which the second IEC or SAC was issued; or

(ii) The CACREP-accredited school counseling program.

3. An assigned mentor as required in Rule 290-3-2-.01(29).

(8) **Degree Level.** The IEC shall be issued only at the bachelor's degree level.

(9) **Valid Period.** The valid period of the IEC shall be no more than one scholastic year (July 1 to June 30). The IEC will be valid from the date the certificate is issued through June 30 of the scholastic year for which it is issued.

(10) **Application for the Professional Educator Certificate or Professional Leadership Certificate.**

(a) The IEC is not a prerequisite for a Professional Educator Certificate or a Professional Leadership Certificate.

(b) An applicant who completes all requirements of a State-approved Class A program and is recommended by the institution may be issued a Class A Professional Educator Certificate or a Class A Professional Leadership Certificate.

(c) An applicant who completes a CACREP-accredited school counseling program may apply for the Class A School Counselor Professional Educator Certificate through the Council for Accreditation of Counseling and Related Education Programs (CACREP) Approach as prescribed in Rule 290-3-2-.22.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99; amended: 9-9-99; effective 10-14-99, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and new adopted 09-11-03 effective 10-16-03; emergency amended Rule adopted 4-14-05, effective 4-14-05; amended Rule adopted 6-9-05, effective 7-14-05; repealed and adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.



**290-3-2-.11 Provisional Certificate in Library Media or School Counseling (PCLS) Approach.**

(1) **Overview.** This approach was previously named the Preliminary Certificate (PRE) Approach. When no other certification approach is applicable, a superintendent or administrator who wishes to employ an individual may request a Provisional Certificate (PCLS). The individual must be employed full-time in the area of instructional support for which the certificate is issued while completing the requirements of the PCLS approach to earn at least a Class A Professional Educator Certificate in that area. A PCLS is available only in the areas of Library Media and School Counseling.

(2) **General Information.**

(a) An individual must complete two full scholastic years of full-time professional educational work experience in the area of instructional support for which the certificate is issued while holding the valid PCLS and/or PRE in no more than two public school systems and/or nonpublic schools within the four scholastic years from the July 1 beginning date of the first PCLS or PRE.

(b) An individual must hold a valid certificate for all teaching fields and/or areas of instructional support to which he or she is assigned. An individual who holds a valid PCLS must be assigned only to the area of instructional support for which the PCLS was issued.

(c) The superintendent or administrator must monitor the applicant’s compliance with the requirements of the PCLS approach.

(d) An individual who held the first Preliminary Certificate (PRE) in library media, school counseling, or speech or language impairment valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year may be issued the second PCLS in the same area if all requirements have been met.

1. An individual who held the first PRE valid for the 2013-2014 scholastic year may be issued the second PCLS valid for the 2016-2017 scholastic year.

2. An individual who held the first PRE valid for the 2014-2015 scholastic year may be issued the second PCLS valid for the 2016-2017 or 2017-2018 scholastic year.

3. An individual who held the first PRE valid for the 2015-2016 scholastic year may be issued the second PCLS valid for the 2016-2017, 2017-2018, or 2018-2019 scholastic year.

**(3) Grade Levels, Areas of Instructional Support, and Resulting Professional Educator Certificate.**

<b>PCLS Grade Levels</b>	P – 12
<b>PCLS Areas of Instructional Support: Library Media or School Counseling</b>	A
<b>Resulting Professional Educator Certificate</b>	Class A or AA

<sup>a</sup>First and second PCLSs and/or PREs must be issued in the same area.

**(4) Limitations on Issuance.**

(a) An individual may not be employed for more than three scholastic years on the basis of holding an Alternative Baccalaureate-Level Certificate, a Career and Technical Alternative Baccalaureate-Level Certificate, a Preliminary Certificate, a Preliminary Certificate Through Exception, a Special Alternative Certificate, a Provisional Certificate, an Interim Employment Certificate, a Business and Industry to Educational Administrator Certificate, an alternative-approach certificate issued by another state or issuing authority, or any combination thereof.

(b) A PCLS is only valid for employment with the public school system or nonpublic school to which the PCLS was issued.

(c) An individual who has not completed all requirements for professional educator certification through this approach by the expiration date of the second PCLS shall no longer be eligible for certification through the PCLS approach.

(d) An individual who earns a Professional Educator Certificate or Professional Leadership Certificate in the area for which the alternative certificates were issued may be eligible to follow an alternative approach to earning a Professional Educator Certificate or Professional Leadership Certificate in another area.

(e) A PCLS for the requested area will not be issued for individuals who could meet requirements for certification through any other alternative, reciprocal, or traditional approach option for the requested area.

(f) A PCLS will not be issued to an individual who holds an expired Alabama Professional Educator Certificate in Library Media or School Counseling or an expired professional educator certificate in Library Media or School Counseling issued by another state.

(g) A first PCLS in speech or language impairment/speech-language pathology at the master's degree level or higher will not be issued with a valid period beginning on or after July 1, 2016. Available approaches for speech or language impaired certification are in Rules 290-3-2-.30, 290-3-2-.31, and 290-3-2-.32.

(h) Individuals who held a first Preliminary Certificate (PRE) prior to the 2011-2012 scholastic year are no longer eligible for a subsequent PRE under the rules that were in effect at the time the first PRE was issued nor are they eligible for the second PCLS. If the three year alternative certificate cap as prescribed in Rule 290-3-2-.11(4)(a) has not been exceeded, an individual may meet requirements for another certification approach.

**(5) First PCLS in Library Media.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.11 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to serve full-time as a school librarian is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCLS is requested.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the first PCLS is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification of a current passing score on the prescribed Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP). Additional information is in Rule 290-3-2-.02(9).

3. Verification of having met one of the following options:

(i) **Option 1.** Completion of an Alabama State-approved program in library media but lacking the required two full years of full-time professional educational work experience. **This option will no longer be available beginning the 2021-2022 scholastic year.**

(I) At least a valid Class B Professional Educator Certificate in a teaching field, a valid Class A Professional Educator Certificate in a teaching field or another area of instructional support, or a valid Class A Professional Leadership Certificate as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(II) Verification on the current application form for the State-Approved Program Approach as prescribed in Rule 290-3-2-.33 that:

I. The applicant was unconditionally admitted to a Class A State-approved program in library media prior to July 1, 2017; and

II. The applicant completed a Class A State-approved program in library media with a minimum overall grade point average (GPA) of at least 3.0.

(III) Verification on an official transcript of at least an earned master's degree from a regionally accredited senior institution.

(ii) **Option 2.** Holding a valid master's degree level or higher professional educator certificate in library media from another state but lacking the required two full years of full-time professional educational work experience.

(I) Verification of the applicant's valid master's degree level or higher professional educator certificate in library media issued by another state, the District of Columbia, a U.S. Territory, or the Department of Defense Education Activity (DoDEA) through submission of one of the following:

I. The original professional educator certificate.

II. Supplement CER completed by the certificate issuing authority.

(II) Verification on official transcript(s) of all degrees earned.

(III) Verification on an official transcript(s) of at least an earned master's degree from a regionally accredited senior institution.

(iii) **Option 3.** Master's degree or higher in library science or library information systems.

(I) Verification on official transcript(s) of all degrees earned.

(II) Verification on an official transcript(s) of at least an earned master's degree in library science or library information systems from a regionally accredited senior institution. Verification on an official transcript of an earned education specialist degree or doctoral degree in library science or library information systems from a regionally accredited senior institution may also meet the degree requirement.

I. The master's or higher degree must be posted with a minimum overall grade point average (GPA) of at least 3.0. **For issuance of the first PRE with a valid period beginning July 1, 2017, and thereafter, the master's or higher degree must be posted with a minimum overall GPA of at least 3.25.** The overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as the basis for granting the degree.

II. The GPA requirement does not apply to an applicant holding a valid Class A or Class AA Professional Educator Certificate or Professional Leadership Certificate.

4. An assigned mentor as required in Rule 290-3-2-.01(29).

**(6) First PCLS in School Counseling.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.11 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to serve full-time, as a school counselor is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCLS is requested.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the first PCLS is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification of a current passing score on the prescribed Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP). Additional information is in Rule 290-3-2-.02(9).

3. Verification of having met one of the following options:

(i) **Option 1.** Completion of an Alabama State-approved program in school counseling but lacking the required two full years of full-time professional educational work experience. **This option will no longer be available beginning the 2021-2022 scholastic year.**

(I) At least a valid Class B Professional Educator Certificate in a teaching field, a valid Class A Professional Educator Certificate in a teaching field or another area of instructional support, or a valid Class A Professional Leadership Certificate as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

(II) Verification on the current application form for the State-Approved Program Approach as prescribed in Rule 290-3-2-.33 that:

I. The applicant was unconditionally admitted to a Class A State-approved program in school counseling prior to July 1, 2017; and

II. The applicant completed a Class A State-approved program in school counseling with a minimum overall grade point average (GPA) of at least 3.0.

(III) Verification on an official transcript of at least an earned master's degree from a regionally accredited senior institution.

(ii) **Option 2.** Holding a valid master's degree level or higher professional educator certificate in school counseling from another state but lacking the required two full years of full-time professional educational work experience.

(I) Verification of the applicant's valid master's degree level or higher professional educator certificate in school counseling issued by another state, the District of Columbia, a U.S. Territory, or the Department of Defense Education Activity (DoDEA) through submission of one of the following:

I. The original professional educator certificate.

II. Supplement CER completed by the certificate issuing authority.

(II) Verification on official transcript(s) of all degrees earned.

(III) Verification on an official transcript(s) of at least an earned master's degree from a regionally accredited senior institution.

(iii) **Option 3.** Master's degree or higher in an area of counseling other than school counseling.

(I) Verification on official transcript(s) of all degrees earned.

(II) Verification on an official transcript(s) of at least an earned master's degree in an area of counseling other than school counseling from a regionally accredited senior institution. Verification on an official transcript of an earned education specialist or doctoral degree in an area of counseling other than school counseling from a regionally accredited senior institution may also meet the degree requirement.

(III) Verification of a valid license as an Associate Licensed Counselor (ALC) or a Licensed Professional Counselor (LPC) issued by a state board of examiners in counseling.

4. An assigned mentor as required in Rule 290-3-2-.01(29).

**(7) Second PCLS in Library Media or School Counseling.**

**(a) Application.**

1. The applicant is required to submit to the superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.11 and on the application.

2. The superintendent or administrator who wishes to employ the applicant to serve full-time, in the area of instructional support for which the first PCLS was issued is required to submit to the Educator Certification Section:

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(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the PCLS is requested.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the second PCLS is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on Supplement EXP of professional educational work experience as follows:

(i) For library media:

(I) A full scholastic year of full-time professional educational work experience as a school librarian while holding the first PCLS in library media; or

(II) At least one full semester of full-time professional educational work experience as a school librarian while holding the first PRE in library media valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year, except as noted in Rule 290-3-2-.15(1)(e) of Supplement Number 10-4 of the Educator Certification Chapter of the *Alabama Administrative Code*.

(ii) For school counseling:

(I) A full scholastic year of full-time professional educational work experience as a school counselor while holding the first PCLS in school counseling; or

(II) At least one full semester of full-time professional educational work experience as a school counselor while holding the first PRE in school counseling valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year, except as noted in Rule 290-3-2-.15(1)(e) of Supplement Number 10-4 of the Educator Certification Chapter of the *Alabama Administrative Code*.

3. An assigned mentor as required in Rule 290-3-2-.01(29).

**(8) Degree Level.**

(a) If using **Option 1**, the certificate shall be issued at the master's degree level.

(b) If using **Option 2**, the certificate shall be issued at the highest degree level of the certificate held in that area from another state.

(c) If using **Option 3**, the certificate shall be issued at the level of the applicant's highest earned degree (master's, education specialist, but not doctoral) from a regionally accredited senior institution with a major in the area of instructional support.

**(9) Valid Period.** The certificate shall be valid for one scholastic year (July 1 to June 30).

**(10) Professional Educator Certificate.** The applicant must apply for the Professional Educator Certificate. Information pertaining to this approach may be found in Rule 290-3-2-.13.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.12    Business and Industry to Educational Administrator Certificate (BIEA) Approach.**

(1)    **Overview.** When no other certification approach is applicable, a superintendent who wishes to employ an individual as an educational administrator, or the chairperson of the Board of Education of a public school system that wishes to employ an individual as a superintendent, may request a Business and Industry to Educational Administrator Certificate (BIEA). The individual must be employed full-time in the area of educational administration while completing the requirements of the BIEA approach to earn at least a Class A Professional Leadership Certificate. A BIEA is available only in educational administration.

(2)    **General Information.**

(a)    An individual must complete two full scholastic years of full-time professional educational work experience in the area of educational administration while holding the valid BIEA in no more than two public school systems within the four scholastic years from the July 1 beginning date of the first BIEA.

(b)    An individual who holds a valid BIEA must be assigned only to the area of educational administration.

(c)    The superintendent, or chairperson of the Board of Education if the applicant is serving as the superintendent, must monitor the applicant's compliance with the requirements of the BIEA approach.

(d)    An individual who held the first Preliminary Certificate Through Exception (PRE EX) in instructional leadership, school counseling, or a teaching field valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year may be issued the second PRE EX in the same area if all requirements have been met. The individual must meet requirements prescribed on the individual's application for the first PRE EX.

1.    An individual who held the first PRE EX valid for the 2013-2014 scholastic year may be issued the second PRE EX valid for the 2016-2017 scholastic year.

2.    An individual who held the first PRE EX valid for the 2014-2015 scholastic year may be issued the second PRE EX valid for the 2016-2017 or 2017-2018 scholastic year.

3.    An individual who held the first PRE EX valid for the 2015-2016 scholastic year may be issued the second PRE EX valid for the 2016-2017, 2017-2018, or 2018-2019 scholastic year.

(3)    **Limitations on Issuance.**

(a)    An individual may not be employed for more than three scholastic years on the basis of holding an Alternative Baccalaureate-Level Certificate, a Career and Technical Alternative Baccalaureate-Level Certificate, a Preliminary Certificate, a Preliminary Certificate Through Exception, a Special Alternative Certificate, a Provisional Certificate, an Interim Employment Certificate, a Business and Industry to Educational Administrator Certificate, an alternative-approach certificate issued by another state or issuing authority, or any combination thereof.

(b)    A BIEA is only valid for employment with the public school system to which the BIEA was issued.

(c) An individual who has not completed all requirements for Professional Leadership Certification through this approach by the expiration date of the second BIEA shall no longer be eligible for certification through the BIEA approach.

(d) An individual who earns a Professional Educator Certificate or Professional Leadership Certificate in the area for which the alternative certificates were issued may be eligible to follow an alternative approach to earning a Professional Educator Certificate or Professional Leadership Certificate in another area.

(e) A BIEA in educational administration will not be considered for an individual who is eligible to earn a Professional Leadership Certificate through another approach.

(f) Individuals who held a first Preliminary Certificate Through Exception (PRE EX) prior to the 2011-2012 scholastic year are no longer eligible for a subsequent PRE EX under the rules that were in effect at the time the first PRE EX was issued nor are they eligible for the second BIEA. The individual may meet requirements of another certification approach.

**(4) First BIEA in Educational Administration.**

**(a) Application.**

1. The applicant is required to submit to the superintendent, or to the chairperson of the Board of Education if the applicant is to serve as superintendent, the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.12 and on the application.

2. The superintendent, or the chairperson of the Board of Education if the applicant is to serve as superintendent, who wishes to employ the applicant to serve full-time in the area of educational administration is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the BIEA is requested.

(ii) The applicant's current application and documentation of having met all requirements.

**(b) Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the first BIEA is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification of a current passing score on the prescribed Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP). Additional information is in Rule 290-3-2-.02(9).

3. Verification on official transcript(s) of all degrees earned.

4. Verification on an official transcript(s) of at least an earned master's degree from a regionally accredited senior institution. Verification on an official transcript of an earned education specialist degree or doctoral degree from a regionally accredited senior institution may also meet the degree requirement.



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**290-3-2-.12(4)(b)4.(i)**

**290-3-2-.12(5)(b)3.(ii)**

(i) The master's or higher degree must be posted with a minimum overall grade point average (GPA) of at least 3.0. **For issuance of the first BIEA with a valid period beginning July 1, 2017, and thereafter, the master's or higher degree must be posted with a minimum overall GPA of at least 3.25.** The overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as the basis for granting the degree.

(ii) The GPA requirement does not apply to an applicant holding a valid Class A or Class AA Professional Educator Certificate or Professional Leadership Certificate.

5. Verification on official transcript(s) from a regionally accredited senior institution of credit earned in the areas of diversity, ethics, financial management, human resource management, nonhuman resource management, planning, public relations, and technology.

6. Verification of having attained, within the ten years immediately preceding October 1 of the calendar year during which the certificate is to become valid, a minimum of five years of leadership experience in a compensated executive, management, supervisory, or leadership position in a business and industry entity or field other than education. Supplement BIEA must be submitted.

7. An assigned mentor as required in Rule 290-3-2-.01(29).

**(5) Second BIEA in Educational Administration.**

**(a) Application.**

1. The applicant is required to submit to the superintendent, or to the chairperson of the Board of Education if the applicant is to serve as superintendent, the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.12 and on the application.

2. The superintendent, or the chairperson of the Board of Education if the applicant is to serve as superintendent, who wishes to employ the applicant to serve full-time in the area of educational administration is required to submit to the Educator Certification Section:

(i) A recommendation on the current application for this approach no later than October 1 of the scholastic year for which the BIEA is requested.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.** All requirements must be successfully completed prior to October 1 of the scholastic year for which the second BIEA is requested.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification on Supplement EXP of a full scholastic year of full-time professional educational work experience in the area of educational administration while holding the first BIEA in educational administration.

3. Verification of completion of:

(i) Superintendent's Academy for applicants serving in an educational administration role other than the superintendent, or

(ii) Superintendent's Professional Development Program for applicants serving as the superintendent.

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**290-3-2-.12(5)(b)4.**

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4.        An assigned mentor as required in Rule 290-3-2-.01(29).
- (6)        **Degree Level.** A BIEA shall be issued at the master's or education specialist level based upon the applicant's highest earned degree from a regionally accredited senior institution.
- (7)        **Valid Period.** The certificate shall be valid for one scholastic year (July 1 to June 30).
- (8)        **Professional Leadership Certificate.** The applicant must apply for the Professional Leadership Certificate. Information pertaining to this approach may be found in Rule 290-3-2-.13.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.13 Professional Certification Following the Provisional Certificate in Library Media or School Counseling (PCLS) or Business and Industry to Educational Administrator (BIEA) Approach.**

(1) **Overview.** An individual who has held the first and second PCLS and/or PRE or BIEA and/or PRE EX may meet requirements for a Professional Educator or Professional Leadership Certificate in the same area and grade level for which the two PCLSs/PREs or BIEA/PRE EXs were issued.

(2) **Limitations on Issuance.** An individual who does not apply by October 1 of the calendar year during which the second PCLS, PRE EX, or BIEA expires will forfeit the right to seek a Professional Educator or Professional Leadership Certificate through this approach.

(3) **Application.**

(a) The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.13 and on the application.

(b) The application must be received in the Educator Certification Section no later than October 1 of the calendar year during which the second PCLS, PRE EX, or BIEA expires as prescribed in Rule 290-3-2-.13(2).

(4) **Requirements for Issuance of the Professional Educator or Professional Leadership Certificate.**

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) For library media and school counseling: verification on Supplement EXP of a full scholastic year of full-time professional educational work experience, in the area for which the second PCLS was issued, while holding the second PCLS.

(c) For educational administration: verification on Supplement EXP of a full scholastic year of full-time professional educational work experience, in the area of educational administration while holding the second BIEA in educational administration.

(d) For individuals who held the first PRE or first PRE EX valid for the 2013-2014, 2014-2015, or 2015-2016 scholastic year: verification of professional educational work experience as prescribed in Rule 290-3-2-.15(8) of Supplement Number 14-1 of the Educator Certification Chapter of the *Alabama Administrative Code* and on the individual's application for the first PRE or first PRE EX.

(5) **Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

**(6) Degree Level.** The Professional Educator Certificate issued through this approach shall be issued at the degree level of the PCLS, PRE, or PRE EX certificates held. The Professional Leadership Certificate will be issued at the degree level of the BIEA certificates held.

**(7) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.14 Career and Technical Education Additional Teaching Field Approach Based on a Professional Educator Certificate, Experience, and an Occupational Proficiency Assessment.**

(1) **Overview.** An individual may seek additional certification in selected secondary (6-12) technical education program areas or health science if a valid Alabama Professional Educator Certificate in a teaching field is held, appropriate experience is verified, and the appropriate occupational proficiency assessment (test scores, license, or credential) is passed. Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

(2) **Limitations on Issuance.**

(a) This approach is not available to an individual who holds only a valid Professional Educator Certificate in an area of instructional support or a Professional Leadership Certificate.

(b) This approach is not available to an individual who holds only a Provisional Certificate, Interim Employment Certificate, Business and Industry to Educational Administrator Certificate, Career and Technical (Level, Type, Specialty Area, Degree Equivalent, and/or Temporary) Certificate, Speech-Language Pathology Assistant Certificate, Speech-Language Pathology Temporary Certificate, Speech-Language Pathology Professional Educator Certificate, Child Nutrition Program Director Certificate, Junior Reserve Officer Training Corps (JROTC) Certificate, Emergency Certificate, or Substitute License.

(c) Additional certification is available only in health science and the technical education program areas listed on the current application for this approach.

(3) **Application for the Professional Educator Certificate.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.14 and on the application.

(4) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) A valid Professional Educator Certificate in a teaching field as prescribed in Rule 290-3-2-.03.

(c) Verification of two full scholastic years of full-time classroom teaching experience within a P-12 setting. Partial years cannot be combined to meet this requirement. Experience must be verified on Supplement EXP.

(d) Verification of a passing score on the appropriate Department-approved occupational proficiency assessment (test score, license, or credential). Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

(e) Verification of successful completion of Session A of the Career and Technical Education Teacher Certification Program (CTE TCP). Session A of the CTE TCP is not required for holders of a valid Professional Educator Certificate in a career and technical education teaching field, a valid Specialty Area Career and Technical Certificate, or a valid Degree Equivalent Career and Technical Certificate. Successful completion must be verified by submission of one of the following:

1. Department-approved professional development training history.
2. Certificate of completion.

**(5) Degree Level.** The Secondary Professional Educator Certificate issued through this approach shall be issued only at the Class B (bachelor's degree) level.

**(6) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 6-14-12, effective 7-19-12; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-10-16.

**290-3-2.15 Career and Technical Education Additional Certification in Cooperative Education Coordination Approach.**

(1) **Overview.** An individual may seek additional certification in Cooperative Education Coordination for Grades 6-12 if a valid Alabama Professional Educator Certificate in a career and technical education teaching field is held, appropriate experience is verified, and credit earned in an approved cooperative education coordinator preparation course is verified. Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

(2) **Limitations on Issuance.**

(a) This approach is not available to an individual who holds only a valid Professional Educator Certificate in a teaching field other than a career and technical education teaching field or only a valid Professional Educator Certificate in an area of instructional support, a Speech-Language Pathology Professional Educator Certificate, or a Professional Leadership Certificate.

(b) This approach is not available to an individual who holds only a Provisional Certificate, Interim Employment Certificate, Business and Industry to Educational Administrator Certificate, Career and Technical (Level, Type, Specialty Area, Degree Equivalent, and/or Temporary) Certificate, Speech-Language Pathology Assistant Certificate, Speech-Language Pathology Temporary Certificate, Child Nutrition Program Director Certificate, Junior Reserve Officer Training Corps (JROTC) Certificate, Emergency Certificate, or Substitute License.

(3) **Application for the Professional Educator Certificate.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.15 and on the application.

(4) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) A valid Professional Educator Certificate in a career and technical education teaching field as prescribed in Rule 290-3-2-.03.

(c) Verification on an official transcript of earned credit, with a grade of “C” or above, in an approved cooperative education coordinator preparation course (*Functions of the Coordinator, Principles of Coordination, or equivalent*) at an Alabama institution with a State-approved program in a career and technical education teaching field.

(d) Verification of two full scholastic years of full-time classroom teaching experience in a career and technical education teaching field within a 6-12 setting. Partial years cannot be combined to meet this requirement. Experience must be verified on Supplement EXP.

**(5) Degree Level.** The Secondary Professional Educator Certificate issued through this approach shall be issued only at the Class B (bachelor's degree) level.

**(6) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new 3-10-16, effective 4-24-16.



**290-3-2-.16 Career and Technical Education Temporary Certificate (CTE T).**

(1) **Overview.** In cases where an individual who holds a valid Alabama certificate endorsed in the appropriate technical education program area or health science is not available, a superintendent who wishes to employ an individual to teach may request a Career and Technical Education Temporary Certificate (CTE T) in health science or the technical education program area to be taught. A superintendent who has established a partnership with a business or governmental agency and wishes for an employee of that business or governmental agency to teach, may request a CTE T in health science or in the technical education program area to be taught. The CTE T is not an alternative certificate. Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

(2) **Limitations on Issuance.**

(a) A CTE T is issued for only one technical education program area or health science.

(b) **Effective beginning with the 2016-2017 scholastic year,** an individual who holds or previously held an Emergency Certificate in health science or in a technical education program area is not eligible to receive a CTE T in the same area.

(c) An individual who has held one CTE T is not eligible to receive another CTE T in any technical education program area or health science.

(3) **Application.**

(a) The applicant is required to submit to the superintendent the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.16 and on the application.

(b) The superintendent who wishes to employ the applicant or wishes for the applicant, who is an employee of a business or governmental agency with which a partnership has been established, to teach health science or in the technical education program area for which a certificate is sought is required to submit to the Educator Certification Section:

1. A recommendation requesting issuance of the Career and Technical Education Temporary Certificate.

2. The applicant's current application and documentation of having met all requirements.

(4) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) For the CTE T in the technical education program area of cosmetology, verification of a valid Alabama Cosmetology Instructor license is required.

(c) For the CTE T in health science, verification of an active Alabama license in a registered nursing, paramedical, or an approved allied health specialty is required.

(5) **Degree Level.** The CTE T shall not be issued at a degree level.

**(6) Valid Period.** The valid period of the CTE T shall be no more than one scholastic year (July 1 to June 30). The CTE T will be valid from the date the certificate is issued through June 30 of the scholastic year for which it is issued. The CTE T shall not be continued, renewed, reinstated, or reissued.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 6-14-12, effective 7-19-12; emergency Rule to amend filed 6-13-13; amended Rule adopted 8-8-13, effective 9-12-13; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.17 Degree Equivalent Health Science Certificate Approach.**

(1) **Overview.** This approach was previously named the Specialty Area Career and Technical Certificate in Health Science Approach. An individual may seek a Degree Equivalent Health Science Certificate for Grades 6-12. These certificates are Career and Technical Certificates.

(2) **Bachelor's Equivalent Health Science 1 Certificate.**

(a) **Application.**

1. The applicant is required to submit to the superintendent the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.17 and on the application.

2. The superintendent who wishes to employ the applicant or wishes for the applicant, who is an employee of a business or governmental agency with which a partnership has been established, to teach health science is required to submit to the Educator Certification Section:

(i) A recommendation requesting issuance of the Bachelor's Equivalent Health Science 1 Certificate.

(ii) The applicant's current application and documentation of having met all requirements.

(b) **Requirements.**

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification of an active Alabama license in registered nursing, paramedical, or an approved allied health specialty. The active license must have been attained prior to the date the application is received in the Educator Certification Section.

3. Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP) on a test administration date prior to the date the application is received in the Educator Certification Section. This requirement does not apply to an applicant holding a valid Specialty Area Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

4. Education and work experience through one of the following options:

(i) **Option 1.**

(I) Verification on an official transcript(s) that an associate's degree, in a healthcare or related area, was earned from a regionally accredited postsecondary institution prior to the date the application is received in the Educator Certification Section. The Office of Career and Technical Education of the Department must approve the healthcare or related area.

(II) Verification of having attained, within the seven years immediately prior to the date the application is received in the Educator Certification Section, a minimum of 6,000 clock hours (three years) of acceptable full-time work experience as prescribed in Rule 290-3-2-.17(7).

(ii) **Option 2.**

(I) Verification on an official transcript(s) that a bachelor's or higher degree, with an academic major in a healthcare or related area, was earned from a regionally accredited senior institution prior to the date the application is received in the Educator Certification Section. The Office of Career and Technical Education of the Department must approve the healthcare or related area.

(II) Verification of having attained, within the five years immediately prior to the date the application is received in the Educator Certification Section, a minimum of 4,000 clock hours (two years) of acceptable full-time work experience as prescribed in Rule 290-3-2-.17(7).

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

(3) **Bachelor's Equivalent Health Science 2 Certificate.**

(a) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.17 and on the application.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. One of the following:

(i) A valid, or eligibility to hold a valid, Bachelor's Equivalent Health Science 1 Certificate.

(ii) A valid Specialty Area 1 Career and Technical Certificate in Health Science.

3. Verification of an active Alabama license in registered nursing, paramedical, or an approved allied health specialty.

4. Verification of current passing scores for the basic skills assessments of the AECAP. This requirement is effective if the Bachelor's Equivalent Health Science 2 Certificate is the applicant's initial Health Science Certificate. This requirement does not apply to an applicant holding a valid Degree Equivalent Health Science Certificate, a valid Specialty Area Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

5. Verification of successful completion of the Career and Technical Education Teacher Certification Program (CTE TCP) by submission of one of the following:

(i) Department-approved professional development training history.

(ii) Certificate of completion.

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

**(4) Master's Equivalent Health Science 3 Certificate.**

(a) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.17 and on the application.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. One of the following:

(i) A valid, or eligibility to hold a valid, Bachelor's Equivalent Health Science 2 Certificate.

(ii) A valid Specialty Area 2 Career and Technical Certificate in Health Science.

(iii) A valid Type II or III Career and Technical Certificate in Health Science.

3. Verification of an active Alabama license in registered nursing, paramedical, or an approved allied health specialty.

4. Verification of current passing scores for the basic skills assessments of the AECAP. This requirement is effective if the Master's Equivalent Health Science 3 Certificate is the applicant's initial Health Science Certificate. This requirement does not apply to an applicant holding a valid Degree Equivalent Health Science Certificate, a valid Specialty Area Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

5. Completion of one of the following:

(i) Verification on an official transcript(s) that an associate's degree, in a healthcare or related area, was earned from a regionally accredited postsecondary institution. The Office of Career and Technical Education of the Department must approve the healthcare or related area.

(ii) Verification on an official transcript(s) of at least an earned bachelor's degree with an academic major in a healthcare or related area from a regionally accredited senior institution. The Office of Career and Technical Education of the Department must approve the healthcare or related area.

6. Verification on an official transcript(s) of earned credit, with a grade of “C” or above, for three courses through one of the following three options:

(i) **Option 1.** If the Career and Technical Education Teacher Certification Program (CTE TCP) was completed and used to meet requirements for the Bachelor’s Equivalent Health Science 2 Certificate or the Specialty Area 2 Career and Technical Certificate in health science, the following three courses are required:

Required Courses	Number of Courses
Classroom Management <sup>a</sup>	1
Methods of Teaching Career and Technical Education <sup>b</sup>	1
Strategies for Teaching Special Needs Students in Inclusive Settings <sup>a</sup>	1

<sup>a</sup> These courses must be completed at an Alabama institution with a State-approved program.

<sup>b</sup> This course must be completed at an Alabama institution with a State-approved program in a career and technical education teaching field.

(ii) **Option 2.** If the CTE TCP was completed and used to meet requirements for the Bachelor’s Equivalent Health Science 2 Certificate or the Specialty Area 2 Career and Technical Certificate in health science, the following three courses must be completed prior to July 1, 2017, and the application must be received in the Educator Certification Section prior to July 1, 2017:

Required Courses	Number of Courses
Principles of Career and Technical Education <sup>a</sup>	1
Safety <sup>a</sup>	1
Career and Technical Student Organizations <sup>a</sup>	1

<sup>a</sup> This course must be completed at an Alabama institution with a State-approved program in a career and technical education teaching field.

(iii) **Option 3.** If the CTE TCP was not used to meet requirements for the Bachelor’s Equivalent Health Science 2 Certificate or the Specialty Area 2 Career and Technical Certificate in health science, the following three courses must be completed prior to July 1, 2025, and the application must be received in the Educator Certification Section prior to July 1, 2025:

Required Courses	Number of Courses
Principles of Career and Technical Education <sup>a</sup>	1
Safety <sup>a</sup>	1
Career and Technical Student Organizations <sup>a</sup>	1

<sup>a</sup> This course must be completed at an Alabama institution with a State-approved program in a career and technical education teaching field.

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

**(5) Sixth-Year Equivalent Health Science 4 Certificate.**

(a) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.17 and on the application.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. One of the following:

(i) A valid, or eligibility to hold a valid, Master's Equivalent Health Science 3 Career and Technical Certificate.

(ii) A valid Specialty Area 4 Career and Technical Certificate in Health Science.

3. Verification of an active Alabama license in registered nursing, paramedical, or an approved allied health specialty.

4. Verification of current passing scores for the basic skills assessments of the AECAP. This requirement is effective if the Sixth-Year Equivalent Health Science 4 Certificate is the applicant's initial Health Science Certificate. This requirement does not apply to an applicant holding a valid Degree Equivalent Health Science Certificate, a valid Specialty Area Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

5. Verification on an official transcript(s) of at least an earned master's degree with an academic major in a healthcare or related area from a regionally accredited senior institution. The Office of Career and Technical Education of the Department must approve the healthcare or related area.

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

**(6) Professional Educator Certification.** Individuals holding at least a valid **Master's Equivalent** Health Science 3 Certificate may be eligible for a Professional Educator Certificate. Additional information may be found in Rule 290-3-2-.19.

**(7) Full-Time Work Experience.**

(a) Acceptable full-time work experience must have been attained through one or more of the following:

1. Employee in the healthcare industry in a compensated position as a healthcare practitioner. The work experience must be verified with submission of:

(i) Supplement CTV; and

(ii) A notarized cover letter verifying the applicant's prior work experience. The cover letter must be on the employer's business/company stationery and must include at least a description of the nature of the business/company, a brief description of the scope and quality of the applicant's work history, and the original signature of the employer or owner of the business/company.

2. Self-employment in the healthcare industry as a healthcare practitioner. The self-employment experience must be verified with submission of:

(i) Supplement CTV; and

(ii) A notarized cover letter on company stationery, a copy of each business license held during the verification period, and notarized letters from three individuals and/or companies with which business or work transactions occurred during the verification period.

3. Teaching experience at the postsecondary level in health science or a related area. The teaching experience must be verified on Supplement EXP.

4. Health Science teaching experience at the secondary level while holding valid teacher certification in health science (see Rule 290-3-2-.17(7)(b)1. below) at the time of the work experience. The teaching experience must be verified on Supplement EXP.

(b) The following cannot be used as acceptable full-time work experience:

1. Teaching experience in health science in grades P-12 while holding an Emergency Certificate, a Career and Technical Education Temporary Certificate, a Career and Technical Education Alternative Baccalaureate-Level Certificate, or a Provisional Certificate in a Career and Technical Education Teaching Field.

2. Teaching experience in health science in grades P-12 while not holding any valid Alabama certificate.

**(8) Type Career and Technical Certificates.**

(a) Upon application to the Educator Certification Section and approval by the Office of Career and Technical Education of the Department, an applicant holding a valid Type II or III Career and Technical Certificate in health science may convert the Type Certificate to a Bachelor's Equivalent Health Science 2 Certificate.

(b) A valid Type II or III Career and Technical Certificate in health science may be used as a prerequisite for a Master's Equivalent Health Science 3 Certificate.

(c) The Type II and III Career and Technical Certificates in health science are valid for five years. Prior to May 1, 2016, the certificates could be continued, but could not be reinstated. Effective May 1, 2016, the certificates may be continued or reinstated as a Bachelor's Equivalent Health Science 2 Certificate. Renewal requirements are prescribed in Rule 290-3-2-.29.



(d) Type I Career and Technical Certificates in health science were issued on the basis of the Rules in effect prior to July 1, 1997. Prior to January 1, 2008, at the request of the certificate holder, a valid Type I Career and Technical Certificate in health science was converted to the appropriate Level 4 or 5 Career and Technical Certificate in health science as determined by the Office of Career and Technical Education of the Department. Type I Career and Technical Certificates in health science cannot be continued or reinstated. An individual holding an expired Type I Career and Technical Certificate in health science who is seeking a current Career and Technical Certificate in health science must meet requirements for the Bachelor's Equivalent Health Science 1 Certificate as a prerequisite to Degree Equivalent Health Science 2, 3, or 4 Certificates.

**(9) Level Career and Technical Certificates.**

(a) Upon application to the Educator Certification Section and approval by the Office of Career and Technical Education of the Department, and applicant holding a valid Level 4 or 5 Career and Technical Certificate in health science may convert the Level 4 or 5 Certificate to the appropriate Degree Equivalent Health Science 2, 3, or 4 Certificate.

(b) A Level 4 or 5 Career and Technical Certificate in health science will be continued or reinstated as the appropriate Degree Equivalent Health Science 2, 3, or 4 Certificate as approved by the Office of Career and Technical Education of the Department. Renewal requirements are prescribed in Rule 290-3-2-.29.

(c) Level 1, 2, and 3 Career and Technical Certificates in health science were nonrenewable certificates and cannot be continued or reinstated. An applicant holding an expired Level 1, 2, or 3 Career and Technical Certificates in health science who is seeking a current Career and Technical Certificate in health science must meet requirements for the Bachelor's Equivalent Health Science 1 Certificate as a prerequisite to Degree Equivalent Health Science 2, 3, or 4 Certificates.

**(10) Specialty Area Career and Technical Certificates.**

(a) Upon application to the Educator Certification Section and approval by the Office of Career and Technical Education of the Department, an applicant holding a valid Specialty Area 2, 3, 4, or 5 Career and Technical Certificate in health science may convert the Specialty Area Certificate to the appropriate Degree Equivalent Health Science 2, 3, or 4 Certificate.

(b) A Specialty Area 2, 3, 4, or 5 Career and Technical Certificate in health science may be continued or reinstated as the appropriate Degree Equivalent Health Science 2, 3, or 4 Certificate as approved by the Office of Career and Technical Education of the Department. Renewal requirements are prescribed in Rule 290-3-2-.29.

(c) The Specialty Area 2 Career and Technical Certificate in health science, valid for five years and issued with a valid period beginning prior to July 1, 2012, was nonrenewable. Effective August 1, 2012, the Specialty Area 2 Career and Technical Certificate in health science may be continued or reinstated.

(d) The Specialty Area 1 Career and Technical Certificate in health science was a nonrenewable certificate and cannot be continued or reinstated. An applicant holding an expired Specialty Area 1 Career and Technical Certificate in health science who is seeking a current Career and Technical Certificate in health science must meet requirements for the Bachelor's Equivalent Health Science 1 Certificate as a prerequisite to Degree Equivalent Health Science 2, 3, or 4 Certificates.

**(11) Name of Certificate, Degree Equivalency, Valid Period, and Renewability.**

<b>Name of Certificate</b>	<b>Degree Equivalency</b>	<b>Valid Period</b>	<b>Renewable</b>
Bachelor's Equivalent Health Science 1	Bachelor's	Minimum of 2 years <sup>a</sup>	No
Bachelor's Equivalent Health Science 2	Bachelor's	Minimum of 5 years <sup>c</sup>	Yes
Master's Equivalent Health Science 3	Master's	Minimum of 5 years <sup>c</sup>	Yes
Sixth-Year Equivalent Health Science 4	Sixth-year	Minimum of 5 years <sup>c</sup>	Yes
Specialty Area 1	Bachelor's	Minimum of 2 years <sup>a</sup>	No
Specialty Area 2	Bachelor's	Minimum of 5 years <sup>b, c</sup>	Yes
Specialty Area 3	Master's	Minimum of 5 years <sup>c</sup>	Yes
Specialty Area 4	Master's	Minimum of 5 years <sup>c</sup>	Yes
Specialty Area 5	Sixth-year	Minimum of 5 years <sup>c</sup>	Yes
Level 4 <sup>d</sup>	Master's	5 years	Yes
Level 5 <sup>d</sup>	Sixth-year	5 years	Yes
Type I <sup>e</sup>	Master's	10 years	No
Type II <sup>c, f</sup>	Bachelor's	Minimum of 5 years	Yes
Type III <sup>c, f</sup>	Bachelor's	Minimum of 5 years	Yes

<sup>a</sup>Bachelor's Equivalent Health Science 1 Certificates and Specialty Area 1 Certificates are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next two consecutive scholastic years.

<sup>b</sup>Specialty Area 2 Certificates issued prior to August 1, 2012, were valid for five years and nonrenewable. Effective August 1, 2012, the Specialty Area 2 Certificate may be continued or reinstated.

<sup>c</sup>These Career and Technical Certificates are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

<sup>d</sup>The Level Certificates were initially issued on the basis of Rules in effect prior to September 2008. These certificates were converted to the appropriate Specialty Area Certificate. Expired Level 4 and 5 Certificates may be reinstated as the appropriate Degree Equivalent Health Science 2, 3, or 4 Certificate.

<sup>e</sup>Type I Certificates were initially issued on the basis of Rules in effect prior to July 1, 1997. These certificates were converted to the appropriate Level Certificate. As prescribed in Rule 290-3-2-.17(8)(d), expired Type I Certificates cannot be reinstated.

<sup>f</sup>Type II and III Certificates were initially issued on the basis of Rules in effect prior to July 1, 1997. These certificates may be continued or reinstated as a Bachelor's Equivalent Health Science 2 Certificate.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 6-14-12, effective 7-19-12; emergency Rule to amend filed 1-10-13; amended Rule adopted 3-14-13, effective 4-18-13; emergency Rule to amend filed 6-13-13; amended Rule adopted 8-8-13; effective 9-12-13; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14.; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.18 Degree Equivalent Technical Education Certificate Approach.**

(1) **Overview.** This approach was previously named the Specialty Area Career and Technical Certificate in a Technical Education Program Area Approach. An individual may seek a Degree Equivalent Technical Education Certificate for Grades 6-12 in selected technical education program areas. The specific technical education program areas are identified by the Office of Career and Technical Education of the Department. An example of a technical education program area is cosmetology and the teaching field reflected on the certificate is Technical Education: Cosmetology. These certificates are Career and Technical Certificates.

**(2) Bachelor's Equivalent Technical Education 1 Certificate.**

**(a) Application.**

1. The applicant is required to submit to the superintendent the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.18 and on the application.

2. The superintendent who wishes to employ the applicant or wishes for the applicant, who is an employee of a business or governmental agency with which a partnership has been established, to teach in the technical education program area for which a certificate is sought is required to submit to the Educator Certification Section:

(i) A recommendation requesting issuance of the Bachelor's Equivalent Technical Education 1 Certificate in a technical education program area.

(ii) The applicant's current application and documentation of having met all requirements.

**(b) Requirements.**

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. Verification of a passing score on the Department-approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department. Successful completion must be obtained prior to the date the application is received in the Educator Certification Section.

3. Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP) on a test administration date prior to the date the application is received in the Educator Certification Section. This requirement does not apply to an applicant holding a valid Specialty Area Certificate, a valid Degree Equivalent Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

4. Education and work experience through one of the following four options:

(i) **Option 1.**

(I) Verification on an official transcript(s) of graduation from high school or high school equivalency prior to the date the application is received in the Educator Certification Section.

(II) Verification of having attained, within the ten years immediately prior to the date the application is received in the Educator Certification Section, a minimum of 14,000 clock hours (seven years) of acceptable full-time work experience as prescribed in Rule 290-3-2-.18(9).

(ii) **Option 2.**

(I) Verification on an official transcript(s) that a career and technical certificate program, in the technical education program area to be taught, was completed at a regionally accredited postsecondary institution prior to the date the application is received in the Educator Certification Section. The Office of Career and Technical Education of the Department must approve the technical education program area.

(II) Verification of having attained, within the seven years immediately prior to the date the application is received in the Educator Certification Section, a minimum of 10,000 clock hours (five years) of acceptable full-time work experience as prescribed in Rule 290-3-2-.18(9).

(iii) **Option 3.**

(I) Verification on an official transcript(s) that an associate's degree, in the technical education program area to be taught, was earned from a regionally accredited postsecondary institution prior to the date the application is received in the Educator Certification Section. The Office of Career and Technical Education of the Department must approve the technical education program area.

(II) Verification of having attained, within the seven years immediately prior to the date the application is received in the Educator Certification Section, a minimum of 6,000 clock hours (three years) of acceptable full-time work experience as prescribed in Rule 290-3-2-.18(9).

(iv) **Option 4.**

(I) Verification on an official transcript(s) that a bachelor's or higher degree, with an academic major in the technical education program area to be taught, was earned from a regionally accredited senior institution prior to the date the application is received in the Educator Certification Section. The Office of Career and Technical Education of the Department must approve the technical education program area.

(II) Verification of having attained, within the three years immediately prior to the date the application is received in the Educator Certification Section, a minimum of 2,000 clock hours (one year) of acceptable full-time work experience as prescribed in Rule 290-3-2-.18(9).

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

**(3) Bachelor's Equivalent Technical Education 2 Certificate.**

(a) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.18 and on the application.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. A valid, or eligibility to hold a valid, Bachelor's Equivalent Technical Education 1 Certificate in the technical education program area for which the Bachelor's Equivalent Technical Education 2 Certificate is sought.

3. Verification of a passing score on the Department-approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

4. Verification of current passing scores for the basic skills assessments of the AECAP. This requirement is effective if the Bachelor's Equivalent Technical Education 2 Certificate in a technical education program area is the applicant's initial Degree Equivalent Certificate in a technical education program area. This requirement does not apply to an applicant holding a valid Specialty Area Certificate, a valid Degree Equivalent Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

5. Verification of successful completion of the Career and Technical Education Teacher Certification Program (CTE TCP) by submission of one of the following:

- (i) Department-approved professional development training history.
- (ii) Certificate of completion.

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

**(4) Master's Equivalent Technical Education 3 Certificate.**

(a) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.18 and on the application.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. One of the following:

(i) A valid, or eligibility to hold a valid, Bachelor's Equivalent Technical Education 2 Certificate in technical education and/or in a technical education program area for which the Master's Equivalent Technical Education 3 Certificate is sought.

(ii) A valid Type II or III Career and Technical Certificate in technical education and/or in a technical education program area for which the Master's Equivalent Technical Education 3 Certificate is sought.

3. Verification of a passing score on the Department-approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

4. Verification of current passing scores for the basic skills assessments of the AECAP. This requirement is effective if the Master's Equivalent Technical Education 3 Certificate in a technical education program area is the applicant's initial Degree Equivalent Certificate in a technical education program area. This requirement does not apply to an applicant holding a valid Specialty Area Certificate, a valid Degree Equivalent Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

5. Completion of one of the following six options:

(i) **Option 1.** If the Career and Technical Education Teacher Certification Program (CTE TCP) was completed and used to meet requirements for the Bachelor's Equivalent Technical Education 2 Certificate in technical education and/or a technical education program area, verification on official transcript(s) of at least 45 semester hours of earned credit, with grades of "C" or above, is required. The 45 semester hours include required courses and elective courses:

(I) Required courses.

Required Courses	Number of Courses
Classroom Management <sup>a</sup>	1
Methods of Teaching Technical Education <sup>b</sup>	1
Strategies for Teaching Special Needs Students in Inclusive Settings <sup>a</sup>	1
English (not remedial level)	2
Speech	1
History	1
Computer Applications	1
Mathematics (not remedial level)	1
Physical or Biological Science	1
Economics	1

<sup>a</sup>These courses must be completed at an Alabama institution with a State-approved program.

<sup>b</sup>This course must be completed at an Alabama institution with a State-approved program in technical education.

(II) Elective courses. Additional courses to complete the total 45 semester hours. Electives must be completed at an Alabama institution with a State-approved program in technical education.

(ii) **Option 2.** If the CTE TCP was completed and used to meet requirements for the Bachelor's Equivalent Technical Education 2 Certificate in technical education and/or a technical education program area, verification on official transcript(s) of at least 45 semester hours of earned credit, with grades of "C" or above, is required. The 45 semester hours include required courses and elective courses. The following 45 semester hours must be completed prior to July 1, 2017, and the application must be received in the Educator Certification Section prior to July 1, 2017:

(I) Required courses.

Required Courses	Number of Courses
Principles of Career and Technical Education <sup>a</sup>	1
Safety <sup>a</sup>	1
Career and Technical Student Organizations <sup>a</sup>	1
English (not remedial level)	2
Speech	1
History	1
Computer Applications	1
Mathematics (not remedial level)	1
Physical Science	1
Economics	1

<sup>a</sup>These courses must be completed at an Alabama institution with a State-approved program in a career and technical education teaching field.

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**290-3-2-.18(4)(b)5.(iv)(II)**

(II) Elective courses. Additional courses to compete the total 45 semester hours. Electives must be completed at an Alabama institution with a State-approved program in technical education.

(iii) **Option 3.** If the CTE TCP was not used to meet requirements for the Bachelor's Equivalent Technical Education 2 Certificate in technical education and/or a technical education program area, verification on official transcript(s) of at least 45 semester hours of earned credit, with grades of "C" or above, is required. The 45 semester hours include required courses and elective courses. The following 45 semester hours must be completed prior to July 1, 2025, and the application must be received in the Educator Certification Section prior to July 1, 2025:

(I) Required courses.

Required Courses	Number of Courses
Principles of Career and Technical Education <sup>a</sup>	1
Safety <sup>a</sup>	1
Career and Technical Student Organizations <sup>a</sup>	1
English (not remedial level)	2
Speech	1
History	1
Computer Applications	1
Mathematics (not remedial level)	1
Physical Science	1
Economics	1

<sup>a</sup>These courses must be completed at an Alabama institution with a State-approved program in a career and technical education teaching field.

(II) Elective courses. Additional courses to complete the total 45 semester hours. Electives must be completed at an Alabama institution with a State-approved program in technical education.

(iv) **Option 4.**

(I) Verification on an official transcript(s) of at least an earned bachelor's degree from a regionally accredited senior institution.

(II) If the CTE TCP was completed and used to meet requirements for the Bachelor's Equivalent Technical Education 2 Certificate in technical education and/or a technical education program area, verification on an official transcript(s) of earned credit, with grades of "C" or above, for the following three courses is required:

Required Courses	Number of Courses
Classroom Management <sup>a</sup>	1
Methods of Teaching Technical Education <sup>b</sup>	1
Strategies for Teaching Special Needs Students in Inclusive Settings <sup>a</sup>	1

<sup>a</sup>These courses must be completed at an Alabama institution with a State-approved program.

<sup>b</sup>This course must be completed at an Alabama institution with a State-approved program in technical education.



(v) **Option 5.**

(I) Verification on an official transcript(s) of at least an earned bachelor's degree from a regionally accredited senior institution.

(II) If the CTE TCP was completed and used to meet requirements for the Bachelor's Equivalent Technical Education 2 Certificate in technical education and/or a technical education program area, verification on an official transcript(s) of earned credit for three courses, with grades of "C" or above, is required. The following three courses must be completed prior to July 1, 2017, and the application must be received in the Educator Certification Section prior to July 1, 2017:

Required Courses	Number of Courses
Principles of Career and Technical Education <sup>a</sup>	1
Safety <sup>a</sup>	1
Career and Technical Student Organizations <sup>a</sup>	1

<sup>a</sup>These courses must be completed at an Alabama institution with a State-approved program in a career and technical education teaching field.

(vi) **Option 6.**

(I) Verification on an official transcript(s) of at least an earned bachelor's degree from a regionally accredited senior institution.

(II) If the CTE TCP was not used to meet requirements for the Bachelor's Equivalent Technical Education 2 Certificate in technical education and/or a technical education program area, verification on an official transcript(s) of earned credit for three courses, with grades of "C" or above, is required. The following three courses must be completed prior to July 1, 2025, and the application must be received in the Educator Certification Section prior to July 1, 2025:

Required Courses	Number of Courses
Principles of Career and Technical Education <sup>a</sup>	1
Safety <sup>a</sup>	1
Career and Technical Student Organizations <sup>a</sup>	1

<sup>a</sup>These courses must be completed at an Alabama institution with a State-approved program in a career and technical education teaching field.

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

**(5) Master's Equivalent Technical Education 4 Certificate.**

(a) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.18 and on the application.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. A valid, or eligibility to hold a valid, Bachelor's Equivalent Technical Education 3 Certificate in technical education and/or in a technical education program area for which the Master's Equivalent Technical Education 4 Certificate is sought.

3. Verification of a passing score on the Department-approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

4. Verification of current passing scores for the basic skills assessments of the AECAP. This requirement is effective if the Master's Equivalent Technical Education 4 Certificate in a technical education program area is the applicant's initial Degree Equivalent Certificate in a technical education program area. This requirement does not apply to an applicant holding a valid Specialty Area Certificate, a valid Degree Equivalent Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

5. Completion of one of the following options:

(i) **Option 1.** Verification of at least a valid Alabama Class B Professional Educator Certificate in a teaching field.

(ii) **Option 2.** Verification on an official transcript(s) of at least an earned bachelor's degree from a regionally accredited senior institution with an academic major in the technical education program area for which the Master's Equivalent Technical Education 4 Certificate is sought. The Office of Career and Technical Education of the Department will approve the academic major.

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department of is required prior to issuance of the certificate.

**(6) Sixth-Year Equivalent Technical Education 5 Certificate.**

(a) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.18 and on the application.

(b) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

1. Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

2. A valid, or eligibility to hold a valid, Master's Equivalent Technical Education 4 Certificate in technical education and/or in a technical education program area for which the Sixth-Year Equivalent Technical Education 5 Certificate is sought.

3. Verification of a passing score on the Department-approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

4. Verification of current passing scores for the basic skills assessments of the AECAP. This requirement is effective if the Sixth-Year Equivalent Technical Education 5 Certificate in a technical education program area is the applicant's initial Degree Equivalent Certificate in a technical education program area. This requirement does not apply to an applicant holding a valid Specialty Area Certificate, a valid Degree Equivalent Certificate, a valid Professional Educator Certificate, or a valid Professional Leadership Certificate.

5. Completion of one of the following options:

(i) **Option 1.** Verification of at least a valid Alabama Class A Professional Educator Certificate in a teaching field or area of instructional support or a valid Alabama Class A Professional Leadership Certificate.

(ii) **Option 2.** Verification on an official transcript(s) of at least an earned master's degree from a regionally accredited senior institution with an academic major in the technical education program area for which the Sixth-Year Equivalent Technical Education 5 Certificate is sought. The Office of Career and Technical Education of the Department will approve the academic major.

(c) **Evaluation.** Evaluation and approval by the Office of Career and Technical Education of the Department of is required prior to issuance of the certificate.

**(7) Professional Educator Certification.** Individuals holding at least a valid Master's Degree Equivalent Technical Education 4 Certificate in a technical education program area may be eligible for a Professional Educator Certificate. Additional information may be found in Rule 290-3-2-.19.

**(8) Adding Other Technical Education Program Areas.** An applicant who holds at least a valid Bachelor's Equivalent Technical Education 2 Certificate in a technical education program area may add additional program areas by meeting all requirements in Rule 290-3-2-.18(2). If all requirements are met, the additional technical education program area(s) will be added to the highest valid Degree Equivalent Technical Education Certificate held by the applicant.

**(9) Acceptable Full-Time Work Experience.** Acceptable full-time work experience must have been attained through one or more of the following:

(a) Work experience in business and industry as an employee in a compensated position in the technical education program area to be taught. The work experience must be verified with submission of:

1. Supplement CTV; and
2. A notarized cover letter verifying the applicant's prior work experience. The cover letter must be on the employer's business/company stationery and must include at least a description of the nature of the business/company, a brief description of the scope and quality of the applicant's work history, and the original signature of the employer or owner of the business/company.

(b) Self-employment in business and industry in the technical education program area to be taught. The self-employment experience must be verified with submission of:

1. Supplement CTV; and
2. A notarized cover letter on company stationery, a copy of each business license held during the verification period, and notarized letters from three individuals and/or companies with which business or work transactions occurred during the verification period.

(c) Teaching experience at the secondary and/or postsecondary level in the technical education program area to be taught. The teaching experience must be verified on Supplement EXP.

**(10) Type Career and Technical Certificates.**

(a) Type II and III Career and Technical Certificates in technical education and/or in a technical education program area were converted to Bachelor's Equivalent Technical Education 2 Certificates on May 1, 2016.

(b) Type I Career and Technical Certificates in technical education were issued on the basis of the Rules in effect prior to July 1, 1997. Prior to January 1, 2008, at the request of the certificate holder, a valid Type I Career and Technical Certificate was converted to the appropriate Level 3, 4, or 5 Career and Technical Certificate as determined by the Office of Career and Technical Education of the Department. Type I Career and Technical Certificates in technical education cannot be renewed. An individual holding an expired Type I Career and Technical Certificate in technical education who is seeking a current Career and Technical Certificate in a technical education program area must meet requirements for the Bachelor's Equivalent Technical Education 1 Certificate in a technical education program area as a prerequisite to subsequent Degree Equivalent Certificates in a technical education program area.

**(11) Level Career and Technical Certificates.**

(a) An applicant holding a valid Level 2, 3, 4, or 5 Career and Technical Certificate in technical education and/or a technical education program area with a valid period ending on or prior to June 30, 2015, could apply for conversion of the Level Certificate to the appropriate Specialty Area 2, 3, 4, or 5 Career and Technical Certificate in technical education and/or a technical education program area.

(b) Expired Level 2, 3, 4, and 5 Career and Technical Certificates in technical education and/or a technical education program area may be reinstated as the appropriate Degree Equivalent Technical Education Certificate as approved by the Office of Career and Technical Education of the Department. Renewal requirements are prescribed in Rule 290-3-2-.29.

(c) The Level 1 Career and Technical Certificate in technical education was a nonrenewable certificate and cannot be continued or reinstated. An applicant holding an expired Level 1 Career and Technical Certificate in technical education who is seeking a current Career and Technical Certificate in a technical education program area must meet requirements for the Bachelor's Equivalent Technical Education Certificate 1 in a technical education program area as a prerequisite to subsequent Degree Equivalent Technical Education Certificates in a technical education program area.

**(12) Specialty Area Career and Technical Certificates.**

(a) Specialty Area 1, 2, 3, 4, and 5 Career and Technical Certificates in technical education and/or a technical education program area were converted to the appropriate Degree Equivalent Certificate on May 1, 2016.

(b) Expired Specialty Area 2, 3, 4, and 5 Career and Technical Certificates in technical education and/or a technical education program area may be reinstated as the appropriate Degree Equivalent Technical Education Certificate as approved by the Office of Career and Technical Education of the Department. Renewal requirements are prescribed in Rule 290-3-2-.29.

**(13) Name of Certificate, Degree Equivalency, Valid Period, and Renewability.**

<b>Name of Certificate</b>	<b>Degree Equivalency</b>	<b>Valid Period</b>	<b>Renewable</b>
Bachelor's Equivalent 1	Bachelor's	Minimum of 2 years <sup>a</sup>	No
Bachelor's Equivalent 2	Bachelor's	Minimum of 5 years <sup>c</sup>	Yes
Master's Equivalent 3	Master's	Minimum of 5 years <sup>c</sup>	Yes
Master's Equivalent 4	Master's	Minimum of 5 years <sup>c</sup>	Yes
Sixth-Year Equivalent 5	Sixth-Year	Minimum of 5 years <sup>c</sup>	Yes
Specialty Area 1	Bachelor's	Minimum of 2 years <sup>a</sup>	No
Specialty Area 2	Bachelor's	Minimum of 5 years <sup>b,c</sup>	Yes
Specialty Area 3	Master's	Minimum of 5 years <sup>c</sup>	Yes
Specialty Area 4	Master's	Minimum of 5 years <sup>c</sup>	Yes
Specialty Area 5	Sixth-year	Minimum of 5 years <sup>c</sup>	Yes
Level 1	Bachelor's	3 years	No
Level 2 <sup>d</sup>	Bachelor's	5 years	Yes
Level 3 <sup>d</sup>	Master's	5 years	Yes
Level 4 <sup>d</sup>	Master's	5 years	Yes
Level 5 <sup>d</sup>	Sixth-year	5 years	Yes
Type I <sup>e</sup>	Master's	10 years	No
Type II <sup>c, f</sup>	Bachelor's	Minimum of 5 years	Yes
Type III <sup>c, f</sup>	Bachelor's	Minimum of 5 years	Yes

<sup>a</sup>Bachelor's Equivalent 1 and Specialty Area 1 Certificates are/were valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next two consecutive scholastic years.

<sup>b</sup>Specialty Area 2 Certificates issued prior to August 1, 2012, were valid for five years and nonrenewable. Effective August 1, 2012, the Specialty Area 2 Certificate could be continued or reinstated.

<sup>c</sup>These Career and Technical Certificates are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

<sup>d</sup>The Level Certificates were initially issued on the basis of Rules in effect prior to September 2008. These certificates were converted to the appropriate Specialty Area Certificate. Expired Level 2, 3, 4, or 5 Certificates may be reinstated as the appropriate Degree Equivalent Certificate.

<sup>e</sup>Type I Certificates were initially issued on the basis of Rules in effect prior to July 1, 1997. These certificates were converted to the appropriate Level Certificate. As prescribed in Rule 290-3-2-.18(10)(e), expired Type I Certificates cannot be reinstated.

<sup>f</sup>Type II and III Certificates were initially issued on the basis of Rules in effect prior to July 1, 1997. These certificates may be continued or reinstated as a Bachelor's Equivalent Technical Education 2 Certificate.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 6-14-12, effective 7-19-12; emergency Rule to amend filed 1-10-13; amended Rule adopted 3-14-13, effective 4-18-13; emergency Rule to amend filed 6-13-13; amended Rule adopted 8-8-13; effective 9-12-13; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.19 Career and Technical Certificate to a Professional Educator Certificate.**

(1) **Overview.** An individual holding a valid Master's Equivalent Technical Education 4 Certificate or Sixth-Year Equivalent Technical Education 5 Certificate in a technical education program area or a valid Master's Equivalent Health Science 3 Certificate or Sixth-Year Equivalent Health Science 4 Certificate may meet requirements for a Class B Secondary Professional Educator Certificate in the same technical education program area or in health science. Evaluation and approval by the Office of Career and Technical Education of the Department is required prior to issuance of the certificate.

(2) **Limitations on Issuance.** This approach is available only in health science and the technical education program areas listed on the valid Master's Equivalent Technical Education 4 Certificate or Sixth-Year Equivalent Technical Education 5 Certificate.

(3) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.19 and on the application.

(4) **Requirements for Health Science.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) A valid Master's Equivalent Health Science 3 Certificate or Sixth-Year Equivalent Health Science 4 Certificate.

(c) Verification of an active Alabama license in registered nursing, paramedical, or an approved allied health specialty.

(d) Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP) on a test administration date prior to the date the application is received in the Educator Certification Section. This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate.

(e) Verification on an official transcript(s) of an earned bachelor's or higher degree with an academic major in a healthcare or related area from a regionally accredited senior institution. The Office of Career and Technical Education of the Department must approve the healthcare or related area.

1. For applications received in the Section prior to July 1, 2017, the bachelor's degree must be posted with a minimum overall grade point average (GPA) of at least 2.5 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0. The overall GPA is the GPA posted on the official transcript of the degree-granting institution that was used as the basis for granting the degree.

2. **For applications received in the Section on July 1, 2017, and thereafter, the bachelor's degree must be posted with a minimum overall GPA of at least 2.75 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0.** The overall GPA is the GPA posted on the official transcript of the degree granting institution that was

3. The GPA requirement does not apply to an applicant holding a valid Professional Educator Certificate or Professional Leadership Certificate.

(f) Verification on an official transcript of earned credit for strategies for teaching special needs students in inclusive settings at an Alabama institution with State-approved programs. A grade of "C" or above must have been earned in the course.

(g) Verification of two full scholastic years of full-time classroom teaching experience in grades 6-12 health science. Partial years cannot be combined to meet this requirement. Experience must be verified on Supplement EXP.

(h) Verification of a current passing score for the prescribed Praxis II Principles of Learning and Teaching Test of the Alabama Educator Certification Assessment Program (AECAP). This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate.

**(5) Requirements for Technical Education Program Areas.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) A valid Master's Equivalent Technical Education 4 Certificate or Sixth-Year Equivalent Technical Education 5 Certificate in a technical education program area for which the Professional Educator Certificate is sought.

(c) Verification of a passing score on the Department-approved occupational proficiency assessment (test score, license, or credential) for the technical education program area for which the certificate is sought. Information on the approved occupational proficiency assessments can be obtained from the Office of Career and Technical Education of the Department.

(d) Verification of current passing scores for the basic skills assessments of the Alabama Educator Certification Assessment Program (AECAP) on a test administration date prior to the date the application is received in the Educator Certification Section. This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate.

(e) Verification on an official transcript(s) of an earned bachelor's or higher degree with an academic major in the technical education program area for which the certificate is sought from a regionally accredited senior institution. The Office of Career and Technical Education of the Department must approve the academic major.

1. For applications received in the Section prior to July 1, 2017, the bachelor's degree must be posted with a minimum overall grade point average (GPA) of at least 2.5 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0. The overall GPA is the GPA posted on the official transcript of the degree-granting institution that was used as the basis for granting the degree.



2. For applications received in the Section on July 1, 2017, and thereafter, the bachelor's degree must be posted with a minimum overall GPA of at least 2.75 or the master's or higher degree must be posted with a minimum overall GPA of at least 3.0. The overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as the basis for granting the degree.

3. The GPA requirement does not apply to an applicant holding a valid Professional Educator Certificate or Professional Leadership Certificate.

(f) Verification on an official transcript of earned credit for strategies for teaching special needs students in inclusive settings at an Alabama institution with State-approved programs. A grade of "C" or above must have been earned in the course.

(g) Verification of two full scholastic years of full-time classroom teaching experience in grades 6-12 in the technical education program area for which the certificate is sought. Partial years cannot be combined to meet this requirement. Experience must be verified on Supplement EXP.

(h) Verification of a current passing score for the prescribed Praxis II Principles of Learning and Teaching Test of the Alabama Educator Certification Assessment Program (AECAP). This requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate.

**(6) Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

**(7) Degree Level.** The Professional Educator Certificate issued through this approach shall be issued only at the Class B (bachelor's degree) level.

**(8) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new 3-10-16, effective 4-24-16.

**290-3-2-.20 Certificates Issued by Another State(s), the District of Columbia, a U.S. Territory, or the Department of Defense Education Activity (DoDEA) Approach**

(1) **Overview.** An individual who holds a valid professional educator certificate issued by another state, the District of Columbia, a U.S. Territory, or the Department of Defense Education Activity (henceforth in this Rule referred to as “another state”) may seek an Alabama Professional Educator Certificate or Professional Leadership Certificate. This approach is commonly referred to as Certificate Reciprocity.

(2) **Limitations on Issuance.**

(a) An individual may be eligible for Alabama certification only if the professional educator certificate issued by another state is in an area, at a grade level, and at degree level in which Alabama offers comparable certification.

(b) Alabama does not offer certification based on “in-field” or “supplemental” or “endorsement” areas which are contingent upon the individual holding other professional educator certificates.

(c) Speech-Language Pathology certification is not available through this approach.

(d) The issuance of Professional Educator Certificates in areas of instructional support and Professional Leadership Certificates require verification of prior professional educational work experience in a P-12 setting. Additional information is in Rule 290-3-2-.03.

(e) Certification will not be considered if Alabama no longer offers certification at the degree level of the professional educator certificate issued by another state. An individual may be eligible for Alabama certification in an area in which Alabama does not currently offer, but has previously offered, certification.

(f) Alabama does not offer certification at the doctoral level.

(3) **Degree Requirements.** Degrees applied to meet certification requirements must be from regionally accredited senior institutions, except as noted in Rule 290-3-2-.02(7).

(a) For teaching fields, verification on an official transcript(s) of an earned bachelor’s or higher degree.

(b) For areas of instructional support, verification on an official transcript(s) of an earned master’s or higher degree.

(4) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.20 and on the application.

(5) **Requirements for Teaching Fields.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on official transcript(s) of all degrees earned.

(c) Successful completion of the degree requirements in Rule 290-3-2-.20(3).

(d) Verification of the applicant's valid professional educator certificate in a teaching field shall be based on submission of one of the following:

1. The original professional educator certificate issued by another state.
2. Supplement CER completed by the certificate issuing authority.

(e) The completion of a graduate-level (master's degree level or higher) state-approved P-12 educator preparation program may be verified on Form VER for consideration of advancing the degree level of the Alabama certificate offered to an applicant whose valid professional educator certificate issued by another state reflects an area of comparable certification, but does not reflect a degree level.

1. The program must require at least 30 semester hours of graduate credit and the transcript must post a major in the teaching field at the degree level of the program. However, if by institutional policy a major in the teaching field is not posted, verification of having earned at least 12 semester hours of graduate credit in the teaching field is required. The 12 semester hours of graduate credit may not include credit for internship, practicum, student teaching, or lab experiences. This credit must have been earned prior to the date of program completion and must not have been applied to the prior issuance of an Alabama certificate in any area.

**(6) Requirements for Instructional Support Areas other than Areas of Administration or Supervision.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on official transcript(s) of all degrees earned.

(c) Successful completion of the degree requirements in Rule 290-3-2-.20(3).

(d) Verification of the applicant's valid graduate-level (master's degree, sixth-year, education specialist, and/or doctoral level) professional educator certificate in an instructional support area other than administration or supervision shall be based on submission of one of the following:

1. The original professional educator certificate issued by another state.
2. Supplement CER completed by the certificate issuing authority.

(e) The completion of a graduate-level (master's degree level or higher) state-approved P-12 educator preparation program may be verified on Form VER for consideration of advancing the degree level of the Alabama certificate offered to an applicant whose valid professional educator certificate issued by another state reflects an area of comparable certification, but does not reflect a degree level.

1. The program must require at least 30 semester hours of graduate credit and the transcript must post a major in the area of instructional support at the degree level of the program. However, if by institutional policy a major in the area of instructional support is not posted, verification of having earned at least 12 semester hours of graduate credit in the area of instructional support is required. The 12 semester hours of graduate credit may not include credit for internship, practicum, student teaching, or lab experiences. This credit must have been earned prior to the date of program completion and must not have been applied to the prior issuance of an Alabama certificate in any area.

(f) Verification of at least two full years of full-time, professional educational work experience in a P-12 school system(s). Professional educational work experience in increments of less than one semester will not apply toward the calculation of two full years. Experience must be verified on Supplement EXP.

**(7) Requirements for Areas of Educational Administration.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on official transcript(s) of all degrees earned.

(c) Successful completion of the degree requirements in Rule 290-3-2-.20(3).

(d) Verification of the applicant's valid graduate-level (master's degree, sixth-year, education specialist, and/or doctoral level) professional educator certificate in an area of educational administration shall be based on submission of one of the following:

1. The original professional educator certificate issued by another state.

2. Supplement CER completed by the certificate issuing authority.

(e) The completion of a graduate-level (master's degree level or higher) state-approved P-12 educator preparation program may be verified on Form VER for consideration of advancing the degree level of the Alabama certificate offered to an applicant whose valid professional educator certificate issued by another state reflects an area of comparable certification, but does not reflect a degree level.

1. The program must require at least 30 semester hours of graduate credit and the transcript must post a major in the area of educational administration at the degree level of the program. However, if by institutional policy a major in the area of educational administration is not posted, verification of having earned at least 12 semester hours of graduate credit in the area of educational administration is required. The 12 semester hours of graduate credit may not include credit for internship, practicum, student teaching, or lab experiences. This credit must have been earned prior to the date of program completion and must not have been applied to the prior issuance of an Alabama certificate in any area.

(f) Verification of at least three full years of full-time professional educational work experience in a P-12 school system(s) which must include at least one full year of full-time classroom teaching experience. Professional educational work experience in increments of less than one semester will not apply toward the calculation of three full years. Experience must be verified on Supplement EXP.

(g) Certification in the area of Instructional Leadership will not be issued through this approach.

**(8) Requirements for Areas of Supervision.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on official transcript(s) of all degrees earned.

(c) Successful completion of the degree requirements in Rule 290-3-2-.20(3).

(d) Verification of the applicant's valid graduate-level (master's degree, sixth-year, education specialist, and/or doctoral level) professional educator certificate in an area of supervision shall be based on submission of one of the following:

1. The original professional educator certificate issued by another state.
2. Supplement CER completed by the certificate issuing authority.

(e) The completion of a graduate-level (master's degree level or higher) state-approved P-12 educator preparation program may be verified on Form VER for consideration of advancing the degree level of the Alabama certificate offered to an applicant whose valid professional educator certificate issued by another state reflects an area of comparable certification, but does not reflect a degree level.

1. The program must require at least 30 semester hours of graduate credit and the transcript must post a major in the area of supervision at the degree level of the program. However, if by institutional policy a major in the area of supervision is not posted, verification of having earned at least 12 semester hours of graduate credit in the area of supervision is required. The 12 semester hours of graduate credit may not include credit for internship, practicum, student teaching, or lab experiences. This credit must have been earned prior to the date of program completion and must not have been applied to the prior issuance of an Alabama certificate in any area.

(f) Verification of at least three full years of full-time professional educational work experience in a P-12 school system(s) which must include at least one full year of full-time classroom teaching experience. Professional educational work experience in increments of less than one semester will not apply toward the calculation of three full years. Experience must be verified on Supplement EXP.

**(9) Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

**(10) Degree Level.** The Professional Educator Certificate or Professional Leadership Certificate issued through this approach shall be issued at the degree level of the professional educator certificate issued by another state or at a degree level based on Supplement VER.

**(11) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99; amended 9-1-99; effective 10-14-99; amended 01-11-01, effective 02-15-01, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and new adopted 09-11-03 effective 10-16-03; amended 06-10-04 effective 07-15-04; emergency amended Rule adopted 4-14-05, effective 4-14-05; amended Rule adopted 6-9-05, effective 7-14-05; repealed and adopted new, 8-4-08, effective 9-18-08; amended 4-8-10, effective 5-13-10; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.21 Child Nutrition Program Director Certificate Approach.**

**(1) Requirements.**

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) A recommendation from the Child Nutrition Program of the Department to the Educator Certification Section.

**(2) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years. The certificate may be renewed upon application to the Child Nutrition Program of the Department. Renewal requirements in effect at the time of application must be met.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-1; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.22     Council for Accreditation of Counseling and Related Education Programs (CACREP) Approach.**

(1)     **Overview.** An individual who has completed at least a master's degree level CACREP-accredited school counseling program may seek a Class A School Counselor Professional Educator Certificate.

(2)     **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.22 and on the application.

(3)     **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a)     Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b)     Verification on official transcript(s) of all degrees earned.

(c)     Verification on an official transcript(s) of an earned master's or higher degree from a regionally accredited senior institution.

(d)     Verification, on the current application for this approach, of completion of a master's degree level CACREP-accredited school counseling program.

(e)     Verification, on the current application for this approach, that the senior institution was regionally accredited at the time of program completion.

(f)     Verification of a passing score on the National Counseling Examination for Licensure and Certification (NCE).

(4)     **Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

(5)     **Degree Level.** The Professional Educator Certificate obtained through this approach shall be issued at the Class A level.

(6)     **Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-10-16.

**290-3-2-.23 Additional Certification in Driver and Traffic Safety Education Approach.**

(1) **Overview.** An individual may seek additional certification in Driver and Traffic Safety Education.

(2) **Limitations on Issuance.** This approach is not available to an individual who holds only a Provisional Certificate, Interim Employment Certificate, Business and Industry to Educational Administrator Certificate, Career and Technical (Level, Type, Specialty Area, Degree Equivalent, and/or Temporary) Certificate, Speech-Language Pathology Assistant Certificate, Speech-Language Pathology Temporary Certificate, Child Nutrition Program Director Certificate, Junior Reserve Officer Training Corps (JROTC) Certificate, Emergency Certificate, or Substitute License.

(3) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.23 and on the application.

(4) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) A valid Professional Educator Certificate or Professional Leadership Certificate as prescribed in Rule 290-3-2-.03.

(c) Verification of earned credit for both the basic and advanced driver's education coursework provided by the Department in cooperation with one or more Alabama senior institutions with State-approved programs. A grade of "C" or above must have been earned in each course. The earned credit must be documented on an official transcript(s).

(5) **Degree Level.** The Secondary Professional Educator Certificate issued through this approach shall be issued only at the Class B (bachelor's degree) level.

(6) **Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Emergency Rule to adopt new filed 11-14-13; adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.



**290-3-2-.24 Emergency Certificate.**

(1) **Overview.** In cases of emergency when an individual who holds a valid Alabama certificate is not available, a superintendent or administrator who wishes to employ an individual may request an Emergency Certificate. The Emergency Certificate is not an alternative certificate. An individual holding an Emergency Certificate cannot be deemed highly qualified.

(2) **Limitations on Issuance.**

(a) An individual who holds a valid Alabama certificate is not eligible to receive an Emergency Certificate.

(b) An Emergency Certificate is issued only for a single teaching field or area of instructional support.

(c) An Emergency Certificate will not be issued for driver and traffic safety education, school psychometry, or school psychology.

(d) An individual who has held one Emergency Certificate is not eligible to receive another Emergency Certificate in any teaching field or area of instructional support.

(e) **Effective beginning with the 2016-2017 scholastic year,** an individual who holds or previously held a Career and Technical Education Temporary Certificate in health science or a technical education program area is not eligible to receive an Emergency Certificate in the same area.

(3) **Application.**

(a) The applicant is required to submit to the employing superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.24 and on the application.

(b) The superintendent or administrator who wishes to employ the applicant is required to submit to the Educator Certification Section:

1. A recommendation requesting issuance of the Emergency Certificate.
2. The applicant's current application and documentation of having met all requirements.

(4) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on an official transcript(s) of an earned bachelor's or higher degree from a senior institution that was regionally accredited at the time the degree was conferred.

(c) An Emergency Certificate in the technical education program area of cosmetology requires verification of a valid Alabama Cosmetology Instructor License.

(d) An Emergency Certificate in health science requires verification of an active Alabama license in a registered nursing, paramedical, or an approved allied health specialty.

(5) **Degree Level.** The Emergency Certificate shall be issued at the bachelor's degree level.

(6) **Valid Period.** The valid period of the Emergency Certificate shall be no more than one scholastic year (July 1 to June 30). The Emergency Certificate shall be valid from the date the certificate is issued through June 30 of the scholastic year for which it is issued. The Emergency Certificate will not be continued, renewed, reinstated, or reissued.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.25    Foreign Credentials Approach.**

(1)    **Overview.** An individual who earned a bachelor's or higher degree and completed an educator preparation program at a university or college in another country may seek a Professional Educator Certificate in a teaching field.

(2)    **Limitations on Issuance.**

(a)    An individual may be eligible for Alabama certification if the individual's major program area or specific teaching field completed in another country is in a teaching field, at a grade level, and at a degree level in which Alabama offers comparable certification.

(b)    Alabama certification in areas of instructional support are **not** available based on a program completed in another country.

(c)    Certification will not be considered if Alabama no longer offers certification at the degree level of the program completed in another country. An individual may be eligible for Alabama certification in a teaching field in which Alabama does not currently offer, but has previously offered, certification.

(d)    Alabama does not offer certification at the doctoral level.

(3)    **Degree Requirements.**

(a)    Degrees applied to meet certification requirements must be from a university or college that is equivalent to a regionally accredited senior institution in the United States.

(b)    The individual must have earned a degree that is equivalent to at least an earned bachelor's degree from a regionally accredited senior institution in the United States.

(4)    **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.25 and on the application.

(5)    **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a)    Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b)    Successful completion of the degree requirements in Rule 290-3-2-.25(3).

(c)    Evaluation of the applicant's foreign credentials.

1.    The evaluation must be from a Department-approved foreign credential evaluation agency. A list of approved agencies may be found on the current application for this approach.

2.    The original complete evaluation must be submitted and must include **all** of the following:

(i)    An accurate course-by-course and credit hour-by-credit hour translation of the coursework completed.

(ii) A statement that the applicant has earned at least a bachelor's degree which is equivalent to a bachelor's degree granted by a regionally accredited senior institution in the United States.

(iii) A statement that the applicant has completed an educator preparation program that is equivalent to at least a bachelor's degree level state-approved program in the United States. The statement must include the major program area or specific teaching field.

(iv) If applicable, a statement that the applicant has earned a master's degree which is equivalent to a master's degree granted by a regionally accredited senior institution in the United States.

(v) If applicable, a statement that the applicant has completed an educator preparation program that is equivalent to a master's degree level state-approved program in the United States. The statement must include the major program area or specific teaching field.

(vi) If applicable, a statement that the applicant has completed a sixth-year program, earned an education specialist degree, or earned a doctoral degree which is equivalent to a sixth-year program, an education specialist degree, or a doctoral degree granted by a regionally accredited senior institution in the United States.

(vii) If applicable, a statement that the applicant has completed an educator preparation program that is equivalent to a sixth-year, an education specialist, or a doctoral degree level state-approved program in the United States. The statement must include the major program area or specific teaching field.

**(6) Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

**(7) Degree Level.** The Professional Educator Certificate in a teaching field issued through this approach shall be issued at the Class B (bachelor's), Class A (master's), or Class AA (sixth-year/education specialist but not doctoral) level based upon statements in the applicant's foreign credentials evaluation from a Department-approved evaluation agency as follows:

(a) Class B level. The applicant must have earned at least a bachelor's degree which is equivalent to a bachelor's degree granted by a regionally accredited senior institution in the United States and completed an educator preparation program equivalent to at least a bachelor's degree level state-approved program in the United States in the area of the certificate to be issued.

(b) Class A. The applicant must have earned a master's degree which is equivalent to a master's degree granted by a regionally accredited senior institution in the United States and completed an educator preparation program equivalent to a master's degree level state-approved program in the United States in the area of the certificate to be issued.

(c) Class AA. The applicant must have completed a sixth-year program, earned an education specialist degree, or earned a doctoral degree which is equivalent to a sixth-year program, an education specialist, or doctoral degree granted by a regionally accredited senior institution in the United States and completed an educator preparation program equivalent to a sixth-year, an education specialist, or doctoral degree level state-approved program in the United States in the area of the certificate to be issued.

**(8) Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99; amended 9-1-99; effective 10-14-99; amended 01-11-01, effective 02-15-01, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and new adopted 09-11-03 effective 10-16-03; amended 06-10-04 effective 07-15-04; emergency amended Rule adopted 4-14-05, effective 4-14-05; amended Rule adopted 6-9-05, effective 7-14-05; repealed and adopted new, 8-4-08, effective 9-18-08; amended 4-8-10, effective 5-13-10; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.26 Junior Reserve Officer Training Corps (JROTC) Certificate Approach.**

(1) **Overview.** A superintendent or administrator who wishes to employ an individual as a JROTC instructor may request a JROTC Certificate.

(2) **Application.**

(a) The applicant is required to submit to the employing superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.26 and on the application.

(b) The superintendent or administrator who wishes to employ the applicant is required to submit to the Educator Certification Section:

1. A recommendation requesting issuance of the JROTC Certificate.
2. The applicant's current application and documentation of having met all requirements.

(3) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification that the applicant has been recommended and approved by a branch of the United States military to serve as a JROTC instructor. Required documentation shall be kept on file by the employing superintendent or administrator.

(4) **Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

(5) **Degree Level.** The JROTC Certificate will not be issued at a degree level.

(6) **Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years. The JROTC Certificate may be reissued by following the same procedure used in issuing the initial certificate.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.27    National Board for Professional Teaching Standards (NBPTS) Approach.**

(1)    **Overview.** An individual who holds valid NBPTS certification may seek a Professional Educator Certificate.

(2)    **Limitations on Issuance.** This approach is only available if the applicant's NBPTS certification is in an area, at a grade level, and at a degree level in which Alabama offers comparable certification. Additional information about a Professional Educator Certificate for teaching fields is in Rule 290-3-2-.03. Additional information about a Professional Educator Certificate for areas of instructional support is in Rule 290-3-2-.03.

(3)    **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.27 and on the application.

(4)    **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a)    Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b)    Verification on official transcript(s) of all degrees earned.

(c)    For teaching fields, verification on an official transcript(s) of an earned bachelor's or higher degree from a regionally accredited senior institution.

(d)    For areas of instructional support, verification on an official transcript(s) of an earned master's or higher degree from a regionally accredited senior institution.

(e)    Verification of the applicant's valid NBPTS certification.

(f)    For areas of instructional support, verification on Supplement EXP that the applicant has met the professional education work experience required for issuance of the Professional Educator Certificate. Additional information is in Rule 290-3-2-.03.

(5)    **Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

(6)    **Degree Level.** The Professional Educator Certificate issued through this approach shall be issued at the Class B, A, or AA level based upon:

(a)    The level of the applicant's highest earned degree from a regionally accredited senior institution in the area of the certificate to be issued; or

(b)    The level of the applicant's highest earned degree from a regionally accredited senior institution in an education field.

(7)    **Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**SUPP. NO. 16-1****EDUCATOR CERTIFICATION****290-3-2-.27 History****290-3-2-.27 History**

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted New, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.



**290-3-2-.28 Nationally Certified School Psychologist Approach.**

(1) **Overview.** An individual who holds valid certification as a Nationally Certified School Psychologist may seek a School Psychologist Professional Educator Certificate.

(2) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.28 and on the application.

(3) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on official transcript(s) of all degrees earned.

(c) Verification on an official transcript(s) of an earned master's or higher degree from a regionally accredited senior institution.

(d) Verification of the applicant's valid certification as a Nationally Certified School Psychologist.

(4) **Alabama Educator Certification Assessment Program (AECAP).** The applicant must meet the requirements of the AECAP for this approach.

(5) **Degree Level.** The Professional Educator Certificate issued through this approach shall be issued at the Class A or AA level based upon the applicant's highest earned degree in school psychology from a regionally accredited senior institution.

(6) **Valid Period.** The valid period of the certificate shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99; amended 9-1-99; effective 10-14-99; amended 01-11-01, effective 02-15-01, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and new adopted 09-11-03 effective 10-16-03; amended 06-10-04 effective 07-15-04; emergency amended Rule adopted 4-14-05, effective 4-14-05; amended Rule adopted 6-9-05, effective 7-14-05; repealed and adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.29 Renewal Requirements: Continuation or Reinstatement.**

**(1) General Requirements for the Continuation of a Valid Renewable Professional Educator Certificate, Type Career and Technical Certificate, Level Career and Technical Certificate, Specialty Area Career and Technical Certificate, or Degree Equivalent Career and Technical Certificate.**

(a) To continue a certificate is to update it without allowing it to expire by meeting requirements by June 30 of the year of its expiration. The applicant is required to submit to the Educator Certification Section the current application for this approach and it must be received in the Section no later than June 30 of the calendar year of expiration of the certificate. The applicant must also submit to the Section documentation of having met all requirements no later than June 30 of the calendar year of expiration of the certificate.

(b) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(c) All professional educational work experience, allowable credit, and allowable professional development applied toward the continuation of a certificate must be completed during the valid period of the current certificate, but no later than June 30 of the calendar year of expiration of the certificate.

(d) All Professional Educator Certificates and renewable Career and Technical Certificates when continued are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

(e) Certificates may not be continued prior to the calendar year of their expiration.

(f) If the applicant holds a Professional Leadership Certificate and also holds a Professional Educator Certificate, meeting requirements to continue the Professional Leadership Certificate will **also** meet requirements to continue the Professional Educator Certificate. If the applicant holds a Professional Leadership Certificate and also holds a renewable Career and Technical Certificate, meeting requirements to continue the Professional Leadership Certificate will also meet requirements, except for the requirements prescribed in Rule 290-3-2-.29(3)(b) and (c), to continue the renewable Career and Technical Certificate. Solely meeting requirements to continue the Professional Educator Certificate or renewable Career and Technical Certificate **will not** continue the Professional Leadership Certificate.

(g) Requirements for the continuation of a Level II Speech-Language Pathology Assistant Certificate are in Rule 290-3-2-.30.

**(2) Requirements for the Continuation of a Valid Renewable Professional Educator Certificate.**

(a) A Professional Educator Certificate may be continued with verification of one of the following options:

1. Three full years of full-time professional educational work experience as prescribed in Rule 290-3-2-.01(34) and fifty clock hours of allowable professional development as prescribed in Rule 290-3-2-.29(12).

2. Three full years of full-time professional educational work experience as prescribed in Rule 290-3-2-.01(34) and three semester hours of allowable credit as prescribed in Rule 290-3-2-.29(11).

3. Fifty clock hours of allowable professional development as prescribed in Rule 290-3-2-.29(12) and three semester hours of allowable credit as prescribed in Rule 290-3-2-.29(11).

4. Six semester hours of allowable credit as prescribed in Rule 290-3-2-.29(11).

5. Valid certification from the National Board for Professional Teaching Standards (NBPTS). The NBPTS certification must have been initially issued during the valid period of the Professional Educator Certificate currently held.

6. One hundred clock hours of allowable professional development from the providers specified for this option on the current continuation requirements summary sheet published by the Educator Certification Section.

**(3) Requirements for the Continuation of a Valid Renewable Type, Level, Specialty Area, or Degree Equivalent Career and Technical Certificate.**

(a) A renewable Type, Level, Specialty Area, or Degree Equivalent Career and Technical Certificate may be continued with verification of one of the following options:

1. Three full years of full-time professional educational work experience as prescribed in Rule 290-3-2-.01(34) and fifty clock hours of allowable professional development as prescribed in Rule 290-3-2-.29(12).

2. Three full years of full-time professional educational work experience as prescribed in Rule 290-3-2-.01(34) and three semester hours of allowable credit as prescribed in Rule 290-3-2-.29(11).

3. Fifty clock hours of allowable professional development as prescribed in Rule 290-3-2-.29(12) and three semester hours of allowable credit as prescribed in Rule 290-3-2-.29(11).

4. Six semester hours of allowable credit as prescribed in Rule 290-3-2-.29(11).

5. Valid certification from the National Board for Professional Teaching Standards (NBPTS). The NBPTS certification must have been initially issued during the valid period of the renewable Career and Technical Certificate currently held.

6. One hundred clock hours of allowable professional development from the providers specified for this option on the current continuation requirements summary sheet published by the Educator Certification Section.

(b) The continuation of a Type, Level, Specialty Area, or Degree Equivalent Health Science Career and Technical Certificate requires verification of an active Alabama license in a registered nursing, paramedical, or an approved allied health specialty.

(c) The continuation of a Type, Level, Specialty Area, or Degree Equivalent Career and Technical Certificate in technical education (with previous approval for the program area of cosmetology) or in technical education: cosmetology requires verification of a valid Alabama Cosmetology Instructor license.

(d) A Type II or III Career and Technical Certificate in technical education and/or a technical education program area issued on the basis of Rules in effect prior to July 1, 1997, could be continued, prior to May 1, 2016. Effective May 1, 2016, these certificates may be continued as a Bachelor's Equivalent in Technical Education 2 Certificate in technical education and/or a technical education program area.

(e) A Type II or III Career and Technical Certificate in health science issued on the basis of Rules in effect prior to July 1, 1997, could be continued prior to May 1, 2016. Effective May 1, 2016, these certificates may be continued as a Bachelor's Equivalent in Health Science 2 Certificate.

**(4) General Requirements for the Reinstatement of an Expired Professional Educator Certificate, Type Career and Technical Certificate, Level Career and Technical Certificate, Specialty Area Career and Technical Certificate, or Degree Equivalent Career and Technical Certificate.**

(a) An expired certificate may be reinstated by meeting all current requirements in effect at the time the current application for this approach is received in the Educator Certification Section. The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements. Reinstatement requirements in Rule 290-3-2-.29(5)(a)1. through 3. must be met within the five years (60 months) immediately prior to receipt of the current application for this approach in the Educator Certification Section.

(b) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(c) Expired certificates may be reinstated, except those designated as not eligible for reinstatement in the current edition of the *Subject and Personnel Codes* of the Alabama State Department of Education and those Career and Technical Certificates designated herein as certificates that cannot be reinstated.

(d) All Professional Educator Certificates and renewable Career and Technical Certificates when reinstated are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

(e) If the applicant has an expired Professional Leadership Certificate and also has an expired Professional Educator Certificate, meeting requirements to reinstate the Professional Leadership Certificate through Rule 290-3-2-.29(9)(a)1. will **also** meet requirements, other than the subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP), to reinstate the Professional Educator Certificate. If the applicant has an expired Professional Leadership Certificate and an expired renewable Career and Technical Certificate, meeting requirements to reinstate the Professional Leadership Certificate through Rule 290-3-2-.29(9)(a)1. will also meet requirements, except for the requirements prescribed in Rule 290-3-2-.29(5)(d) and (e), to reinstate the renewable Career and Technical Certificate. Solely meeting requirements to reinstate the Professional Educator Certificate or renewable Career and Technical Certificate **will not** reinstate the Professional Leadership Certificate.

(f) Requirements of the reinstatement of a Level II Speech-Language Pathology Assistant Certificate are in Rule 290-3-2-.30.

**(5) Requirements for the Reinstatement of an Expired Professional Educator Certificate or an Expired Type, Level, Specialty Area, or Degree Equivalent Career and Technical Certificate.**

(a) A Professional Educator Certificate that has lapsed for **less** than twelve months may be reinstated with verification of **one** of the following options:

1. Nine semester hours of allowable credit, as prescribed in Rule 290-3-2-.29(11).
2. Six semester hours of allowable credit, as prescribed in Rule 290-3-2-.29(11) **and** fifty clock hours of allowable professional development as prescribed in Rule 290-3-2-.29(12).
3. One hundred and fifty clock hours of allowable professional development from the providers specified for this option on the current reinstatement requirements summary sheet published by the Educator Certification Section.

4. Verification of a passing score(s) on the current Alabama-approved Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP).

(i) Each area of certification for which reinstatement is sought requires a passing score(s) on the current Praxis II subject area test(s).

(ii) The Praxis II subject area test(s) must be passed on a test administration date after the most recent expiration date of the certificate(s) to be reinstated.

(iii) If a Praxis II subject area test(s) is not available for the lapsed area of certification, a reinstatement option as outlined in Rule 290-3-2-.29(5)(a)1. through 3. above must be met.

(b) A Professional Educator Certificate that has lapsed for **more** than twelve months must be reinstated with verification of a passing score(s) on the current Alabama-approved Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP).

1. Each area of certification for which reinstatement is sought requires a passing score(s) on the current Praxis II subject area test(s).

2. The Praxis II subject area test(s) must be passed on a test administration date after the most recent expiration date of the certificate(s) to be reinstated.

3. If a Praxis II subject area test(s) is not available for the lapsed area of certification, a reinstatement option as outlined in Rule 290-3-2-.29(5)(a)1. through 3. above must be met.

(c) A renewable Type, Level, Specialty Area, or Degree Equivalent Career and Technical Certificate may be reinstated with verification of one of the following options:

1. Nine semester hours of allowable credit, as prescribed in Rule 290-3-2-.29(11).
2. Six semester hours of allowable credit, as prescribed in Rule 290-3-2-.29(11) and fifty clock hours of allowable professional development as prescribed in Rule 290-3-2-.29(12).
3. One hundred and fifty clock hours of allowable professional development from the providers specified for this option on the current reinstatement requirements summary sheet published by the Educator Certification Section.

(d) The reinstatement of a renewable Type, Level, or Degree Equivalent Health Science Career and Technical Certificate requires verification of an active Alabama license in a registered nursing, paramedical, or an approved allied health specialty.

(e) The reinstatement of a renewable Type, Level, Specialty Area, or Degree Equivalent Career and Technical Certificate in technical education (with previous approval for the program area of cosmetology) or in technical education: cosmetology requires verification of a valid Alabama Cosmetology Instructor license.

(f) Type II and III Career and Technical Certificates in technical education and/or a technical education program area issued on the basis of Rules in effect prior to July 1, 1997, could not be reinstated prior to May 1, 2016. Effective May 1, 2016, these certificates may be reinstated as a Bachelor's Equivalent in Technical Education 2 Career and Technical Certificate in technical education and/or a technical education program area.

(g) Type II and III Career and Technical Certificates in health science issued on the basis of Rules in effect prior to July 1, 1997, could not be reinstated prior to May 1, 2016. Effective May 1, 2016, these certificates may be reinstated as a Bachelor's Equivalent in Health Science 2 Career and Technical Certificate.

(h) Type I Career and Technical Certificates in technical education or health science/healthcare science and technology that expired cannot be reinstated. In this case, an applicant who is seeking a current Career and Technical Certificate in a technical education program area must meet the requirements for a Bachelor's Equivalent in Technical Education 1 Certificate in a technical education program area as a prerequisite to the Degree Equivalent in Technical Education 2, 3, 4, or 5 in a technical education program area. An applicant who is seeking a current Career and Technical Certificate in health science must meet the requirements for a Bachelor's Equivalent in Health Science 1 Certificate as a prerequisite to the Degree Equivalent in Health Science 2, 3, or 4 Certificates.

**(6) General Requirements for the Continuation of a Valid Renewable Professional Leadership Certificate.**

(a) To continue a certificate is to update it without allowing it to expire by meeting requirements no later than June 30 of the year of its expiration. The applicant is required to submit to the Educator Certification Section the current application for this approach and it must be received in the Section no later than June 30 of the calendar year of expiration of the certificate. The applicant must also submit to the Section documentation of having met all requirements no later than June 30 of the calendar year of expiration of the certificate.

(b) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(c) All Professional Learning Units (PLUs) applied toward the continuation of a certificate must be completed during the valid period of the current certificate, but no later than June 30 of the calendar year of expiration of the certificate. Additional information is in Rule 290-3-2-.29(12).

(d) All Professional Leadership Certificates when continued are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

(e) Certificates may not be continued prior to the calendar year of their expiration.

(f) If the applicant holds a Professional Leadership Certificate and also holds a Professional Educator Certificate, meeting requirements to continue the Professional Leadership Certificate will **also** meet requirements to continue the Professional Educator Certificate. If the applicant holds a Professional Leadership Certificate and also holds a renewable Career and Technical Certificate, meeting requirements to continue the Professional Leadership Certificate will also meet requirements, except for the requirements prescribed in Rule 290-3-2-.29(3)(b) and (c), to continue the renewable Career and Technical Certificate. Solely meeting requirements to continue the Professional Educator Certificate or renewable Career and Technical Certificate **will not** continue the Professional Leadership Certificate.

**(7) Requirements for the Continuation of a Valid Renewable Professional Leadership Certificate.**

(a) A Professional Leadership Certificate may be continued with verification of **five** Professional Learning Units (PLUs). At least two PLUs **MUST** be earned through ACLD-approved Professional Studies. There are two categories of approved PLUs: ACLD-approved and locally approved through either an Alabama city/county superintendent or an administrator of an Alabama nonpublic school.

(b) Additional information regarding Professional Learning Units (PLUs) is in Rule 290-3-2-.29(12).



**(8) General Requirements for the Reinstatement of an Expired Professional Leadership Certificate.**

(a) An expired certificate may be reinstated by meeting all current requirements in effect at the time the current application for this approach is received in the Educator Certification Section. The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements. Reinstatement requirements in Rule 290-3-2-.29(9)(a)1. must be met within the five years (60 months) immediately prior to receipt of the current application for this approach in the Educator Certification Section.

(b) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(c) Expired certificates may be reinstated except those designated as not eligible for reinstatement in the current edition of the *Subject and Personnel Codes* of the Alabama State Department of Education.

(d) All Professional Leadership Certificates when reinstated are valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

(e) If the applicant has an expired Professional Leadership Certificate and also has an expired Professional Educator Certificate, meeting requirements to reinstate the Professional Leadership Certificate through Rule 290-3-2-.29(9)(a)1. will **also** meet requirements, other than the subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP), to reinstate the Professional Educator Certificate. If the applicant has an expired Professional Leadership Certificate and an expired renewable Career and Technical Certificate, meeting requirements to reinstate the Professional Leadership Certificate through Rule 290-3-2-.29(9)(a)1. will also meet requirements, except for the requirements prescribed in Rule 290-3-2-.29(5)(d) and (e), to reinstate the renewable Career and Technical Certificate. Solely meeting requirements to reinstate the Professional Educator Certificate or renewable Career and Technical Certificate **will not** reinstate the Professional Leadership Certificate.

**(9) Requirements for the Reinstatement of an Expired Professional Leadership Certificate.**

(a) A Professional Leadership Certificate that has lapsed for **less** than twelve months may be reinstated with verification of one of the following options:

1. Verification of **six** Professional Learning Units (PLUs). At least 3 PLUs **MUST** be earned through ACLD-approved Professional Studies. There are two categories of approved PLUs: ACLD-approved and locally approved through either an Alabama city/county superintendent or an administrator of an Alabama nonpublic school. Additional information regarding Professional Learning Units (PLUs) is in Rule 290-3-2-.29(12).

2. Verification of a passing score(s) on the current Alabama-approved Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP).

(i) Each area of certification for which reinstatement is sought requires a passing score(s) on the current Praxis II subject area test(s).

(ii) The Praxis II subject area test(s) must be passed on a test administration date after the most recent expiration date of the certificate(s) to be reinstated.

(b) A Professional Leadership Certificate that has lapsed for more than twelve months must be reinstated with verification of a passing score(s) on the current Alabama-approved Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP).

1. Each area of certification for which reinstatement is sought requires a passing score(s) on the current Praxis II subject area test(s).

2. The Praxis II subject area test(s) must be passed on a test administration date after the most recent expiration date of the certificate(s) to be reinstated.

**(10) Renewal or Reissuance of Other Certificates.** Information about the requirements for renewing or reissuing other types of certificates are in the Rule for the specific type of certificate.

**(11) Allowable Credit.**

(a) Semester or quarter hours of college or university credit, earned and applied toward the renewal of a Professional Educator Certificate, Professional Leadership Certificate, or a renewable Type, Level, Specialty Area, or Degree Equivalent Career and Technical Certificate must be completed at a regionally accredited senior institution. Clock hours of professional development are not equivalent to college course credit.

(b) Appropriate course content. The allowable credit must be earned in one of the following:

1. A State/state-approved educator preparation program in the teaching field or area of instructional support of the certificate(s) held.

2. A State/state-approved educator preparation program in a different teaching field or area of instructional support.

3. An academic content course in the teaching field or area of instructional support of the certificate(s) held.

4. The teaching field or area of instructional support at the doctoral level of the certificate(s) held.

(c) Appropriate level and minimum grade requirement of coursework earned towards renewal. Allowable credit must meet one of the following criteria:

1. Upper division or graduate level courses with a grade of “C” or above in each course completed for credit towards the renewal of a:

(i) Class B Professional Educator Certificate;

(ii) Type II or Type III Career and Technical Certificate;

(iii) Level 2, Level 3, or Level 4 Career and Technical Certificate in technical education or a technical education program area;

(iv) Specialty Area 2, 3, or 4 Career and Technical Certificate in technical education or a technical education program area;

(v) Degree Equivalent Technical Education 2, 3, or 4 Career and Technical Certificate;

(vi) Level 4 Career and Technical Certificate in health science;

(vii) Specialty Area 2, 3, or 4 Career and Technical Certificate in health science; or

(viii) Degree Equivalent Health Science 2 or 3 Career and Technical Certificate.

2. Graduate level courses completed for graduate credit with a grade of “B” or above in each course completed for credit towards the renewal of a:

(i) Class A or Class AA Professional Educator Certificate;

(ii) Class A or Class AA Professional Leadership Certificate;

(iii) Level II Speech-Language Pathology Assistant Certificate;

(iv) Level 5 or a Specialty Area 5 Career and Technical Certificate in technical education or a technical education program area or health science; or

(v) Sixth-year Equivalent Technical Education 5 Certificate.

(vi) Sixth-year Equivalent Health Science 4 Certificate.

(d) Allowable credits must be verified on an official transcript.

**(12) Allowable Professional Development: Clock Hours of Professional Development and Professional Learning Units (PLUs).** Professional development is defined in Rule 290-3-2-.01(33).

(a) Clock hours of professional development earned and applied toward renewal must meet all of the following requirements:

1. Based on the individual's professional growth needs as identified through performance evaluations, if employed.

2. Related to professional education with consideration given to the sponsoring organization, the professional qualifications of the presenter and the purposes, goals and evaluation of the activity.

3. Consistent with the Alabama Standards for Professional Development as prescribed in Rule 290-4-3-.01.

(b) Allowable professional development must be verified as prescribed on the appropriate renewal summary sheet available at [www.alsde.edu](http://www.alsde.edu).

(c) Allowable professional development used to meet the one hundred or one hundred and fifty clock hour options, must be completed through the providers specified for these options on the current renewal summary sheet published by the Educator Certification Section.

(d) PLUs for instructional leadership are a content driven, long-term unit of professional study for instructional leaders that fully addresses all knowledge and ability indicators under an Alabama Standard for Instructional Leaders. PLUs are defined in Rule 290-3-2-.01(38).

1. PLUs shall be required for renewal of a Professional Leadership Certificate.
2. PLUs must be approved by one of the following:
  - (i) The Alabama Council for Leadership Development (ACLD); or
  - (ii) An Alabama superintendent or an administrator of an Alabama non-public school.

**(13) Historical Information.** On July 1, 1979, the Alabama State Board of Education adopted revised Teacher Education and Certification requirements which included provisions for a nonrenewable Class A Professional Educator Certificate for the Principal, Superintendent, Superintendent-Principal, Vocational Administrator, Supervisor of Attendance or General Supervisor issued to persons who began graduate study on or after June 1, 1979. On January 9, 1997, the Alabama State Board of Education adopted a new Teacher Certification Chapter of the Alabama Administrative Code. The new Chapter allowed these nonrenewable certificates to become renewable.

**Author:** Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new, 12-9-10, effective 1-14-11; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.30 Speech-Language Pathology Assistant (SLA) Certificate Approach.**

(1) **Overview of the SLA Certificate.** A public school superintendent may request a nonrenewable Level I SLA Certificate, valid for three scholastic years, to employ an applicant who has an earned bachelor's degree from a regionally accredited senior institution in speech-language pathology or communication sciences and disorders (with a speech-language emphasis) as a full-time speech-language pathology assistant under appropriate supervision. Requirements for issuance of a renewable Level II SLA Certificate, valid for five scholastic years, include 12 semester hours of graduate credit in an Alabama-approved Alternative Class A program in an area of special education and/or a master's degree level speech-language pathology program that holds accreditation by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA).

(2) **Limitations on Issuance and Proper Certification.**

- (a) An administrator of a nonpublic school may not recommend issuance of a SLA Certificate.
- (b) An SLA Certificate is not appropriate certification for any other assignment.
- (c) A superintendent who fails to provide an appropriate supervisor as required in Rule 290-3-2-.30(3)(f) forfeits the opportunity to request SLA Certificates in the future.

(3) **Requirements for Issuance of a Nonrenewable Level I SLA Certificate.** A Level I SLA Certificate, which is valid for three scholastic years and is not renewable, may be issued when all of the following requirements have been met:

- (a) A criminal history background check as required by the Alabama Child Protection Act of 1999, as amended, and Rule 290-3-2-.02(8).
- (b) A recommendation on the current application for this approach from a superintendent who wishes to employ the applicant as a full-time speech-language pathology assistant.
- (c) An earned bachelor's degree with a minimum overall grade point average (GPA) of at least 2.5 from a regionally accredited senior institution in speech-language pathology or communication sciences and disorders (with a speech-language emphasis). **For issuance of the Level I SLA with a valid period beginning July 1, 2017, and thereafter, the bachelor's degree must be posted with a minimum overall GPA of at least 2.75.** The overall GPA is the GPA posted on the official transcript of the degree granting institution that was used as the basis for granting the degree.
  - 1. The degree must be earned prior to October 1 in order for the SLA Certificate to be valid the previous July 1.
  - 2. The GPA requirement does not apply to an applicant holding a valid Professional Educator Certificate or a valid Professional Leadership Certificate.

(d) For certificates with a valid period beginning prior to July 1, 2011, verification of current passing scores attained on the basic skills assessments and the Praxis II subject assessment of the Alabama Educator Certification Assessment Program (AECAP) on test administration dates prior to May 1 of the first scholastic year of the valid period of the Level I SLA Certificate. The Praxis II requirement becomes effective when a subject assessment is implemented. Additional information is in Rule 290-3-2-.01(6).

(e) Verification of current passing scores attained on the basic skills assessments and the Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP) on test administration dates prior to October 1 of the first scholastic year of the valid period of the Level I SLA Certificate. The Praxis II requirement becomes effective when a subject area test(s) is implemented. Additional information is in Rule 290-3-2-.01(6).

(f) The employing superintendent's designation of an appropriate supervisor who is one of the following:

1. A speech-language pathologist who holds a valid Class A or Class AA Professional Educator Certificate in speech or language impairment.
2. A special education coordinator or special education supervisor who holds a valid Professional Educator Certificate in an area of special education.

(g) All other requirements on the current application for this approach.

**(4) Requirements for Issuance of a Renewable Level II SLA Certificate.** A Level II SLA Certificate, which is valid for five scholastic years and is renewable, may be issued when all of the following requirements have been met:

(a) A recommendation on the current application for this approach from a superintendent who wishes to employ the applicant as a full-time speech-language pathology assistant.

(b) A valid or expired Level I SLA Certificate.

(c) Verification on Supplement EXP of at least two full years of full-time employment in one or more Alabama public school systems as a speech-language pathology assistant, while holding a valid Level I SLA Certificate.

(d) Verification on Supplement SLA-S that the two years of employment required in Rule 290-3-2-.30(4)(c) were supervised by an appropriate supervisor as required in Rule 290-3-2-.30(3)(f).

(e) Documentation of having completed one of the following prior to October 1 of the scholastic year for which the Level II SLA Certificate is to be issued:

1. A valid Class A Professional Educator Certificate in an area of special education.

2. Twelve semester hours of graduate credit with a grade of “B” or above from a regionally accredited senior institution. The credit must be from one of the following three options:

(i) An Alternative Class A special education program.

(ii) A master’s degree level speech-language pathology program that holds accreditation by the Council of Academic Accreditation in Audiology and Speech-Language Pathology (CAA).

(iii) A combination of courses from (i) and (ii).

3. Verification of a current passing score attained on the prescribed Praxis II subject area test(s) of the Alabama Educator Certification Assessment Program (AECAP) on a test administration date prior to October 1 of the scholastic year for which the Level II SLA Certificate is to be issued. The Praxis II requirement becomes effective when a subject area test(s) is implemented. Additional information is in Rule 290-3-2-.01(6).

(f) Other requirements on the current application for this approach, which include the employing superintendent’s designation of an appropriate supervisor as required in Rule 290-3-2-.30(3)(f).

**(5) Requirements for the Renewal of a Level II SLA Certificate.**

(a) Continuation of a Level II SLA Certificate may be requested on the current application for this approach by a public school superintendent who wishes to employ the applicant as a full-time speech-language pathology assistant when all requirements have been met. All requirements to be applied toward the continuation of a certificate must be completed during the valid period of the current certificate, but no later than June 30 of the calendar year of expiration of the certificate.

1. If the individual holds a valid Class A Professional Educator Certificate in an area of special education:

(i) Verification on Supplement EXP of at least three full years of full-time employment in one or more Alabama public school systems as a speech-language pathology assistant, while holding a valid Level II SLA Certificate. In addition to the experience, one of the following options must be met:

(I) Fifty clock hours of allowable professional development. Additional information is in Rule 290-3-2-.29(12).

(II) Three semester hours of allowable credit. Additional information is in Rule 290-3-2-.29(11).

(ii) Verification on Supplement SLA-S that the three years of employment required in Rule 290-3-2-.30(5)(a)1.(i) were supervised by an appropriate supervisor as required in Rule 290-3-2-.30(3)(f).

(iii) Other requirements on the current application for this approach, including the employing superintendent’s designation of an appropriate supervisor as required in Rule 290-3-2-.30(3)(f).

(iv) Other requirements applicable to renewing an Alabama certificate. Additional information is in Rule 290-3-2-.29.

2. If the individual does not hold a valid Class A Professional Educator Certificate in an area of special education:

(i) Verification on Supplement EXP of at least three full years of full-time employment in one or more Alabama public school systems as a speech-language pathology assistant, while holding a valid Level II SLA Certificate.

(ii) Verification on Supplement SLA-S that the three years of employment required in Rule 290-3-2-.30(5)(a)2.(i) were supervised by an appropriate supervisor as required in Rule 290-3-2-.30(3)(f).

(iii) Unless the individual has completed all courses and other Alternative Class A State-approved program requirements except the internship, twelve additional semester hours of graduate credit with a grade of “B” or above from a regionally accredited senior institution. The credit must be earned during the valid period of the Level II SLA Certificate to be renewed but no later than June 30 of the calendar year of expiration of the certificate. The credit must be from one of the following three options:

(I) An Alternative Class A special education program.

(II) A master’s degree level speech-language pathology program that holds accreditation by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA).

(III) A combination of courses from (I) and (II).

(iv) The requirement for 12 additional semester hours of graduate credit earned during the valid period of the Level II SLA Certificate to be renewed continues until the individual completes one of the following:

(I) Earns a master’s degree in speech-language pathology or communication sciences and disorders (with a speech-language emphasis) and holds at least a Class A Professional Educator Certificate in speech and language impairment;

(II) Holds a valid Class A Professional Educator Certificate in an area of special education; or

(III) Completes all courses and other Alternative Class A State-approved program requirements for a Class A Professional Educator Certificate in an area of special education except the internship.

(v) Other requirements on the current application for this approach, including the employing superintendent’s designation of an appropriate supervisor as required in Rule 290-3-2-.30(3)(f).

(vi) Other requirements applicable to renewing an Alabama certificate. Additional information is in Rule 290-3-2-.29.



(b) Reinstatement of an expired Level II SLA Certificate may be requested on the current application for this approach by a public school superintendent who wishes to employ the individual as a full-time speech-language pathology assistant when all requirements have been met.

1. If the individual held a Class A Professional Educator Certificate in an area of special education, requirements for reinstatement of a Level II SLA Certificate are the same as the requirements for reinstatement of a Class A Professional Educator Certificate found in Rule 290-3-2-.29. Additional information about allowable credit is in Rule 290-3-2-.29(11). Additional information about allowable professional development is in Rule 290-3-2-.29(12).

2. If the individual does not hold a valid Class A Professional Educator Certificate in an area of special education:

(i) Eighteen additional semester hours of graduate credit with a grade of “B” or above from a regionally accredited senior institution. The credit must be earned within the five years prior to the beginning date of the reinstated certificate and prior to October 1 of the scholastic year for which the new Level II SLA Certificate is to be issued. The credit must be from one of the following three options:

(I) An Alabama Alternative Class A special education program.

(II) A master’s degree level speech-language pathology program that holds accreditation by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA).

(III) A combination of courses from (I) and (II).

3. All other requirements on the current application for this approach, which include the employer’s designation of an appropriate supervisor as required in Rule 290-3-2-.30(3)(e).

4. All current requirements of the Alabama Educator Certification Assessment Program (AECAP). Additional information is in Rule 290-3-2-.01(6).

**(6) Valid Period.**

(a) The Level I SLA Certificate shall be valid for three scholastic years and is not renewable.

(b) The Level II SLA shall be valid for five scholastic years and is renewable. Additional information about renewing a Level II SLA is in Rule 290-3-2-.30(5).

**(7) Historical Information.** Class B Professional Educator Certificates in speech or language impairment have not been initially issued with a valid period beginning after July 1, 2007.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.31 Speech-Language Pathology Professional Educator Certificate (SLPEC) Approach.**

(1) **Overview.** An individual may seek certification in the instructional support area of speech-language pathology. A SLPEC allows the holder to serve only as a speech-language pathologist.

(2) **Application.** The applicant is required to submit to the Educator Certification Section the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.31 and on the application.

(3) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on official transcript(s) of all degrees earned.

(c) Verification on an official transcript(s) of an earned master's or higher degree from a regionally accredited senior institution.

(d) Verification, on the current application for this approach, of completion of a master's degree level speech-language pathology program that was accredited by the Council on Academic Accreditation (CAA) of the American Speech-Language Hearing Association (ASHA) at the time of program completion.

(e) Verification, on the current application for this approach, of satisfactory performance on the CAA-prescribed Praxis II test(s).

(f) Verification of the applicant's valid speech-language pathology license or valid renewal card issued by any state's board of examiners in speech pathology and audiology.

(4) **Degree Level.** The Professional Educator Certificate issued through this approach shall be issued at the Class A (master's degree) level.

(5) **Valid Period.** The valid period of the SLPEC shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new 3-10-16, effective 4-24-16.

**290-3-2-.32 Speech-Language Pathology Temporary Certificate (SLTC) Approach.**

(1) **Overview.** A superintendent or administrator who wishes to employ an individual as a speech-language pathologist may request a SLTC. This certificate may be requested for an individual who does not hold a valid speech-language pathology license or valid renewal card issued by any state's board of examiners in speech pathology and audiology. The SLTC is not an alternative certificate. A SLTC allows the holder to serve only as a speech-language pathologist.

(2) **Application.**

(a) The applicant is required to submit to the employing superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.32 and on the application.

(b) The superintendent or administrator who wishes to employ the applicant as a speech-language pathologist is required to submit to the Educator Certification Section:

1. A recommendation requesting issuance of the SLTC.
2. The applicant's current application and documentation of having met all requirements.

(3) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification on official transcript(s) of all degrees earned.

(c) Verification on an official transcript(s) of an earned master's or higher degree from a regionally accredited senior institution.

(d) Verification, on the current application for this approach, of completion of a master's degree level speech-language-pathology program that was accredited by the Council on Academic Accreditation (CAA) of the American Speech-Language Hearing Association (ASHA) at the time of program completion.

(e) Verification, on the current application for this approach, of satisfactory performance on the CAA-prescribed Praxis II test(s).

(4) **Degree Level.** The SLTC shall be issued at the master's degree level.

(5) **Valid Period.** The valid period of the SLTC shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next consecutive scholastic year. The SLTC shall not be continued, renewed, reinstated, or reissued.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 3-10-16, effective 4-24-16.

**290-3-2-.33 State-Approved Program Approach.**

(1) **Overview.** An individual who completes a State-approved program as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code* may be eligible for a Professional Educator Certificate or Professional Leadership Certificate.

(2) **General Information.**

(a) An individual who completes a State-approved program must be recommended for certification by the certification officer of the institution where the program was completed.

(b) The application must be received in the Educator Certification Section within 60 calendar months of the date of program completion specified on the current recommendation form.

(c) An individual whose application is not received in the Educator Certification Section within the 60 calendar months must meet requirements of the most recent State-approved program at the same institution or at another institution, or meet all requirements of another State-approved approach.

(d) The applicant must meet all State requirements for certification, including the Alabama Special Requirements in Rule 290-3-2-.02(4), in effect at the time the application is received in the Educator Certification Section.

(3) **Application.**

(a) The applicant is required to submit to the certification officer at the institution where the State-approved program was completed the current application for this approach.

(b) The certification officer at the institution where the State-approved program was completed is required to submit to the Educator Certification Section:

1. A recommendation on the current application for this approach and documentation of the applicant having met all certification requirements and all requirements of the State-approved program as prescribed in the Educator Preparation Chapter of the *Alabama Administrative Code*.

2. The applicant's current application for this approach.

(4) **Class B State-approved Programs for Teaching Fields** lead to an initial Professional Educator Certificate at the bachelor's degree level. Additional information regarding Class B State-approved programs may be found in the Educator Preparation Chapter of the *Alabama Administrative Code*. Available program teaching fields include:

(a) Early childhood education, elementary education, early childhood special education, and collaborative special education grades K-6 or 6-12.

(b) Middle-level or secondary single teaching fields.

(c) Comprehensive middle level or secondary teaching fields (English language arts, general science, or general social studies) or career and technical education teaching fields.

(d) Preschool through grade 12 programs (visual arts, dance, choral or instrumental music, languages other than English, physical education, and theatre).

**(5) Alternative Class A State-approved Programs for Teaching Fields** lead to an initial Professional Educator Certificate at the master's degree level. Additional information regarding Alternative Class A State-approved programs may be found in the Educator Preparation Chapter of the *Alabama Administrative Code*. Available program teaching fields include:

- (a) Early childhood education, elementary education, early childhood special education, and collaborative special education grades K-6 or 6-12.
- (b) Middle-level or secondary single teaching fields.
- (c) Comprehensive middle level or secondary teaching fields (English language arts, general science, or general social studies) or career and technical education teaching fields.
- (d) Preschool through grade 12 programs (visual arts, dance, choral or instrumental music, languages other than English, physical education, theatre, and certain areas of special education).

**(6) Class A State-approved Programs for Teaching Fields** lead to a Class A Professional Educator Certificate at the master's degree level. Additional information regarding Class A State-approved programs for teaching fields may be found in the Educator Preparation Chapter of the *Alabama Administrative Code*. Available program teaching fields include:

- (a) Advanced certification in the same teaching fields for which Class B certification is available.
- (b) Initial certification in English for speakers of other languages, reading specialist, and certain areas of special education.

**(7) Class A State-approved Programs for Areas of Instructional Support** lead to a Class A Professional Educator Certificate or Professional Leadership Certificate at the master's degree level. Additional information regarding Class A State-approved programs in areas of instructional support may be found in the Educator Preparation Chapter of the *Alabama Administrative Code*. Available program areas of instructional support include instructional leadership (formerly educational administration), library-media, school counseling, school psychometry, speech-language pathology, and sport management.

**(8) Class AA State-approved Programs for Teaching Fields** lead to a Class AA Professional Educator Certificate at the sixth-year level. Some institutions require program completers to earn an education specialist degree. Additional information regarding Class AA State-approved programs for teaching fields may be found in the Educator Preparation Chapter of the *Alabama Administrative Code*. Available program teaching fields include initial certification in special education and teacher leader, and advanced certification in the same teaching fields for which Class B and Class A certification is available.

**(9) Class AA State-approved Programs for Areas of Instructional Support** lead to a Class AA Professional Educator Certificate or Professional Leadership Certificate on the sixth-year level. Some institutions require program completers to earn the education specialist degree. Additional information regarding Class AA State-approved programs in areas of instructional support may be found in the Educator Preparation Chapter of the *Alabama Administrative Code*. Available program areas of instructional support include:

- (a) Initial certification in school psychology.
- (b) Advanced certification in instructional leadership, library-media, school counseling, speech-language pathology, and sport management.

**(10) Alabama Educator Certification Assessment Program (AECAP).** An applicant through the State-approved program approach must meet the requirements of the AECAP in effect on the date the application is received in the Educator Certification Section. Additional information is in Rule 290-3-2-.02(9).

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** New 12-19-78, repealed 12-8-94, effective 12-31-96; new adopted 12-8-94, effective 1-1-97, repealed 11-14-96 and amended repealed date of original chapter to 6-30-97 new adopted 1-9-97 effective 7-1-97; amended: 6-14-99; effective 7-19-99; amended 9-1-99; effective 10-14-99; amended 01-11-01, effective 02-15-01, repealed and new adopted 06-13-02; emergency Rule to appeal and adopt new filed on 6-13-02; new adopted 8-8-02, effective 9-12-02; emergency Rule to appeal and adopt new filed on 10-10-02; new adopted 12-12-02, effective 1-16-03; repealed and new adopted 09-11-03 effective 10-16-03; amended 06-10-04 effective 07-15-04; emergency amended Rule adopted 4-14-05, effective 4-14-05; amended Rule adopted 6-9-05, effective 7-14-05; repealed and adopted new, 8-4-08, effective 9-18-08; repealed and adopted new 12-9-10, effective 1-14-11; repealed and adopted new 3-10-16, effective 4-24-16.

**290-3-2-.34 Substitute Teacher License.**

(1) **Overview.** A superintendent or administrator who wishes to employ an individual as a substitute teacher may request a Substitute Teacher License. An individual who holds a valid Substitute Teacher License may be employed as a substitute in any Alabama public or nonpublic school.

(2) **Restriction.** A Substitute Teacher License may not be used as the basis for employment as a regular, full-time teacher.

(3) **Application.**

(a) The applicant is required to submit to the employing superintendent or administrator the current application for this approach and documentation of having met all requirements as prescribed in Rule 290-3-2-.34 and on the application.

(b) The superintendent or administrator who wishes to employ the applicant is required to submit to the Educator Certification Section:

1. A recommendation requesting issuance of the Substitute License.
2. The applicant's current application and documentation of having met all requirements.

(4) **Requirements.** All requirements must be successfully completed prior to the date the application is received in the Educator Certification Section.

(a) Successful completion of the Alabama Special Requirements in Rule 290-3-2-.02(4).

(b) Verification of a high school diploma or state-issued high school equivalency diploma. Required documentation must be kept on file by the superintendent or administrator requesting the license. A certificate of attendance will not meet this requirement.

(5) **Degree Level.** The Substitute License will not be issued at a degree level.

(6) **Valid Period.** The valid period of the license shall be from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next five consecutive scholastic years. The Substitute License may be reissued by following the same procedure used in issuing the initial certificate.

**Author:** Dr. Thomas R. Bice

**Statutory Authority:** Ala. Const. Amend. 284, Ala. Code §§16-3-11, 16-23-1 and 16-23-2 (1975).

**History:** Adopted new, 8-4-08, effective 9-18-08; repealed and adopted new, 12-9-10, effective 1-14-11; emergency Rule to repeal filed 11-14-13; repealed and adopted new 1-17-14, effective 2-21-14; repealed and adopted new 3-10-16, effective 4-24-16.

**Pages 234-240 are RESERVED**