



General Information - Emergency Certificate

An employing Alabama county/city superintendent or eligible nonpublic/private school administrator may request an Emergency Certificate for an individual when a certified teacher is not available for employment. The certificate is valid for up to two scholastic years and may be re-issued once for an additional two scholastic years. **Under Ala. Code §16-23-3(e) (1975), "time served as a teacher pursuant to an emergency certificate shall not be counted in determining continuing service status pursuant to Section 16-24-2."**

GENERAL INFORMATION

1. May be issued in no more than **two** teaching fields and/or areas of instructional support. If only **one** area of certification is chosen on the initial application, during the valid period of the certificate, an additional area may be requested in writing by the employing LEA or eligible nonpublic/private school administrator.
2. The individual must be properly assigned for each period/block of the day as indicated in the **current** Alabama State Department of Education (ALSDE) Courses Application within the AIM Portal ([Course Catalog](#)).
3. The Emergency Certificate-First Issuance and Emergency Certificate Second Issuance are valid from July 1 to June 30 for **two consecutive** scholastic years. **No additional Emergency Certificates can be requested.**
4. Will **not** be issued for any special education teaching field, gifted, computer science, driver and traffic safety education, school psychology, school psychometry, or speech-language pathology.
5. An individual **cannot** hold a combination of Emergency Certificates or Career and Technical Temporary Certificates for more than four years.
6. This certificate will **not** be issued to an individual who holds a valid Alabama certificate.
7. This certificate is **not** an alternative certificate.
8. If an individual needs to skip a year while on the Conditional Certificate, Provisional Certificate, or Interim Employment Certificate Approach, the LEA or eligible nonpublic/private school administrator should contact the ALSDE certification specialists.
9. Issuance of an Emergency Certificate **does not** lead to professional certification. An approach leading to professional certification must be pursued.
10. Issuance of an Emergency Certificate **does not** guarantee employment during years of certificate validity.

AVAILABLE TEACHING FIELDS and/or AREAS of INSTRUCTIONAL SUPPORT

Emergency Certificate-First Issuance and Second Issuance area(s) are not required to be the same area(s).

• Agriscience Education • Arabic • Business/Marketing Education • Career Technologies • Chinese • Choral Music • Dance • Early Childhood Education • Educational Administrator • Elementary Education	• English for Speakers of Other Languages • English Language Arts • Family and Consumer Sciences • French • General Science • General Social Science • German • Health Education • Instrumental Music • Italian • Japanese	• Korean • Latin • Library Media • Mathematics • Physical Education • Reading • Russian • School Counselor • Spanish • Theatre • Visual Arts
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REQUIREMENTS

An individual **CANNOT apply for this certificate. The employing Alabama county/city superintendent or administrator of an eligible nonpublic/private school must apply for this certificate.**

A \$38.00 **nonrefundable** application fee. A transaction fee will be applied.

Background clearance based on a fingerprint review.

- For applicants seeking **initial certification, additional certification, or certificate renewal** to teach in Alabama, your criminal history background checks must have been completed by both the Alabama State Bureau of Investigation (ASBI) and the Federal Bureau of Investigation (FBI). You can check the status of your background checks and confirm whether you meet the state's suitability requirements for teaching at [Certificate Search](#).
- For Applicants who **have not** been cleared by both agencies through the Educator Certification Section of the Alabama State Department of Education (ALSDE), you will need to undergo fingerprinting for a criminal history background check. Details on how to complete the background review process can be found at [Alabama Achieves - Teacher Certification](#). If you have any questions about our criminal history background check process, you can contact us at (334) 694-4557 or bgr@alsde.edu.
- Applicants may verify receipt of their criminal history results at the ALSDE by visiting [Certificate Search](#). If your results are not located, or you have questions about your status, please allow 10 business days from the date of fingerprint submission before making an inquiry.

Verification of United States citizenship or lawful presence in the United States. The Systematic Alien Verification for Entitlements (SAVE) system will be used to verify lawful presence in the United States. Alabama certification will not be processed until documentation of United States citizenship or lawful presence has been confirmed by the Educator Certification Section. *Ala. Code § 31-13-(29)(c)(1)*

All degrees and credits earned are required and must be verified on official transcript(s). At least a bachelor's degree earned from a senior institution that was regionally accredited or accredited by the Distance Education Accreditation Commission (DEAC) at the time the degree was conferred **is required**. The individual's **current legal** name and ALSDE ID number must accompany the transcript(s). **Official transcripts must be uploaded by the employing Alabama county/city superintendent or eligible nonpublic/private school administrator.**

Individuals are encouraged to read this document in its entirety to ensure requirements are met to apply. Visit your local employing Alabama county/city superintendent or administrator of an eligible nonpublic/private school to make an application.