



## The Sixth-Year Equivalent Health Science 4 Career and Technical Certificate Approach

### FORM HS4

The application process for the Sixth-Year Equivalent Health Science 4 Career and Technical Certificate **may be completed when all requirements for the prerequisite Career and Technical Health Science Certificate have been met.**

PERSONAL DATA					
<i>Legal name as it appears on government issued identification.</i>					
Title (e.g., Mr.)	First	Middle	Maiden	Last	Suffix
Street/Apt./P.O. Box/Route and Box			City	State	ZIP Code
Cell Telephone		Home Telephone		Work Telephone	
Social Security Number		ALSDE ID		Date of Birth (mm-dd-yyyy)	
Email Address					
FOR STATISTICAL PURPOSES ONLY					
<b>Ethnic Origin</b> ( <i>Choose one</i> ) <input type="checkbox"/> (01) Hispanic Latino <input type="checkbox"/> (02) Not Hispanic Latino		<b>Gender</b> ( <i>Choose one</i> ) <input type="checkbox"/> (F) Female <input type="checkbox"/> (M) Male		<b>Race</b> ( <i>Choose one or more, regardless of Ethnicity</i> ) <input type="checkbox"/> (01) White <input type="checkbox"/> (02) Black or African American <input type="checkbox"/> (04) American Indian or Alaska Native <input type="checkbox"/> (05) Asian <input type="checkbox"/> (08) Native Hawaiian or Other Pacific Islander	
PROFESSIONAL STATUS AND CRIMINAL HISTORY INFORMATION					
<i>Check "yes" or "no" for each question below. "YES" responses require an attached explanation and any additional supporting documentation (e.g. court certified copies of judgment, conviction, and sentencing).</i>					
<b>READ CAREFULLY</b>					
<input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever had any adverse action (e.g. warning, reprimand, suspension, revocation, denial, voluntary surrender) taken against a professional certificate, license or permit issued by an agency <b><u>other than the Alabama State Department of Education?</u></b>					
<input type="checkbox"/> Yes <input type="checkbox"/> No Are you currently the subject of an investigation involving a violation of a profession's laws, rules, standards or Code of Ethics by an agency <b><u>other than the Alabama State Department of Education?</u></b>					
<input type="checkbox"/> Yes <input type="checkbox"/> No Are you currently the subject of an investigation involving sexual misconduct or physical harm to a child?					
<input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever resigned from a position rather than face disciplinary action?					
<input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever been convicted of, or entered a plea of no contest to a felony or misdemeanor other than a minor traffic violation?					
<input type="checkbox"/> Yes <input type="checkbox"/> No Are you the subject of a pending investigation involving a criminal act?					
RECORD OF EDUCATION					
Degree and Major	Name of College/University	Location	Dates Attended		
			Beginning Month/Year	Ending Month/Year	

The Alabama State Board of Education and the Alabama State Department of Education do not discriminate on the basis of race, color, disability, sex, religion, national origin, or age in their programs, activities, or employment and provide equal access to the Boy Scouts and other designated youth groups. The following person is responsible for handling inquiries regarding the non-discrimination policies: Title IX Coordinator, **Prevention and Support Office**, Alabama State Department of Education, P.O. Box 302101, Montgomery, AL 36130-2101, email: [supportservices@alsde.edu](mailto:supportservices@alsde.edu)

**GENERAL INFORMATION**

This application is to be completed by individuals seeking the Sixth-Year Equivalent Health Science 4 Career and Technical Certificate and submitted directly to the Educator Certification Section.

**All requirements** must be met for the Sixth-Year Equivalent Health Science 4 Career and Technical Certificate **prior to** the date the application for the Sixth-Year Equivalent Health Science 4 Career and Technical Certificate is received in the Educator Certification Section.

**CAREER AND TECHNICAL CERTIFICATES IN HEALTH SCIENCE**

Certificates	Degree Equivalency	Valid Period	Renewable
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>B</sup>	Yes
Master's Equivalent Health Science 3	Master's	Minimum of 5 years <sup>B</sup>	Yes
Sixth-Year Equivalent Health Science 4	Sixth-year	Minimum of 5 years <sup>B</sup>	Yes
Specialty Area 1	Bachelor's	Minimum of 2 years <sup>C, D</sup>	No
Specialty Area 2	Bachelor's	Minimum of 5 years <sup>B</sup>	Yes
Specialty Area 3	Master's	Minimum of 5 years <sup>B</sup>	Yes
Specialty Area 4	Master's	Minimum of 5 years <sup>B</sup>	Yes
Specialty Area 5	Sixth-year	Minimum of 5 years <sup>B</sup>	Yes

<sup>A</sup> Bachelor's Equivalent Health Science 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> 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>C</sup> Specialty Area 1 Certificates issued beginning February 10, 2015, were valid from the date of issuance through the remainder of the same scholastic year, and thereafter, for the next two consecutive scholastic years. Specialty Area Certificates were phased out after the 2015-2016 scholastic year.

<sup>D</sup> Specialty Area 1 Certificates issued prior to February 10, 2015, and with a valid period beginning July 1, 2013 or July 1, 2014, were valid for two scholastic years. Specialty Area Certificates were phased out after the 2015-2016 scholastic year.

**\*SUMMARY OF REQUIRED DEGREES/CERTIFICATES and PREREQUISITE CERTIFICATES**

*\*This summary is for general information and is not all-inclusive.*

Option	Required Degrees <sup>A</sup> /Certificates	Prerequisite Certificates <sup>B</sup>
	A master's or higher degree in a healthcare or related area <sup>A</sup>	<p><b>Valid Career and Technical Certificate:</b></p> <ul style="list-style-type: none"> <li>Specialty 3 or Specialty 4 in Health Science</li> <li>Master's Equivalent 3 Health Science 3<sup>B</sup></li> </ul> <p style="text-align: center;"><b>OR</b></p> <p>Meets requirements for, but never held for Master's Equivalent Health Science 3 Career and Technical Certificate</p> <p style="text-align: center;"><b>OR</b></p> <p>Held one of the following certificates, and it has expired:</p> <ul style="list-style-type: none"> <li>Specialty 3 or Specialty 4 in Health Science Career and Technical Certificate</li> <li>Master's Equivalent 3 Health Science Career and Technical Certificate<sup>B</sup></li> </ul>

<sup>A</sup> Must be earned from a senior institution that was regionally accredited at the time the degree was earned in a healthcare or related area.

<sup>B</sup> Required prerequisite certificate must be in health science.

**OCCUPATIONAL PROFICIENCY INFORMATION**

1. Information about the Alabama State Department of Education (ALSDE) approved occupational proficiency assessments (test score, license, or credential) in health science may be obtained at [www.alabamaachieves.org/](http://www.alabamaachieves.org/) (click Teachers & Administrators ⇨ Teacher Center ⇨ Teacher Certification ⇨ Career and Technical Certificates ⇨ Degree Equivalent Certificate - Technical Education).  
**NOTE: The Occupational Proficiency Assessments are reviewed and updated annually. The Occupational Proficiency expires on June 30<sup>th</sup> of each scholastic year.**
2. Occupational proficiency assessments are approved by the Alabama State Department of Education (ALSDE) at the **ENTRY LEVEL** and the **MASTER LEVEL**. The **ENTRY LEVEL** assessments meet the requirements for the Bachelor's Equivalent Health Science 1 and the Bachelor's Equivalent Health Science 2 Career and Technical Certificates. The **MASTER LEVEL** assessments meet the requirements for the Master's Equivalent Health Science 3 and Sixth-Year Equivalent Health Science 4 Certificates. **MASTER LEVEL** assessments may also be used to meet requirements for the Bachelor's Equivalent Health Science 1 and Bachelor's Equivalent Health Science 2 Certificates.
3. It is the applicant's responsibility to know the occupational proficiency assessment(s) for health science, which must be met prior to applying for a subsequent Degree Equivalent Health Science certificate.

**APPLICATION PACKET CHECKLIST FOR SIXTH-YEAR EQUIVALENT 4 – HEALTH SCIENCE**

Required for issuance of the Sixth-Year Equivalent Health Science 4 Career and Technical Certificate.

*Boxes are to be checked, as applicable.*

**Application Forms**

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | <u>Submission of Supplement CIT Form with supporting documentation</u> verifying United States citizenship or lawful presence in the United States. |
| <input type="checkbox"/> | <u>Submission of this application Form HS4.</u>   |

**Nonrefundable Application Fee**

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | A \$38.00 <i>nonrefundable</i> application fee. <b>Neither personal checks nor cash will be accepted.</b> |
|--------------------------|---|
- The fee must be paid by cashier's check **or** money order made payable to the Alabama State Department of Education or through the [Alabama State Department of Education Educator Certification Online Payment System](#), with a major credit card, (a transaction fee will be applied).
  - The cashier's check, money order, or copy of the receipt verifying the confirmation number for the online payment must accompany the application packet.

**Background Clearance**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Background clearance is based on a fingerprint review. Applicants <b>who have not been cleared</b> by both the <b>Alabama State Bureau of Investigation (ASBI)</b> and <b>Federal Bureau of Investigation (FBI)</b> through the Educator Certification Section of the ALSDE are required to be fingerprinted for a criminal history background check through the ASBI and FBI. |
|--------------------------|--|

**Occupational Proficiency**

- ☐ A photocopy of the applicant's currently valid score on the Alabama State Department of Education (ALSDE) approved **MASTER LEVEL** occupational proficiency assessment (test score, license, or credential) in health science. The current occupational proficiency requirements may be obtained at [www.alabamaachieves.org/](http://www.alabamaachieves.org/) (click Teachers & Administrators ⇨ Teacher Center ⇨ Teacher Certification ⇨ Career and Technical Certificates ⇨ Degree Equivalent Certificate – Health Science).
- ☐ A photocopy of the applicant's **currently active** Alabama license in a registered nursing, paramedical, or approved allied health specialty. The **currently active** license must have been attained **prior to** the date the application is received in the Educator Certification Section. **Issuance of each subsequent certificate also requires this currently active Alabama license.**
- ☐ **For each program area** sought, indicate the appropriate ALSDE-approved occupational proficiency assessment being submitted.

Program Area	Grade Level (6-12)	Name of ALSDE-approved Alabama License	Valid Period of Currently Active Alabama License
Health Science	6-12		
Health Science	6-12		
Health Science	6-12		

**REQUIRED PREREQUISITE CERTIFICATES AND TRAINING**

- ☐ **Documentation of required prerequisite certificate:**
- All prerequisite Career and Technical Education Certificates must be valid or all requirements must be met for eligibility to hold the valid certificate(s) prior to the date the application is received in the Educator Certification Section.
  - All prerequisite Career and Technical Education Certificates in Options 1, 2, and 3 must be in health science.
- ☐ **Option 1:** A *valid* Specialty Area 3 or Specialty Area 4 Career and Technical Certificate in health science **OR** a *valid* Master's Equivalent Health Science 3 Career and Technical Certificate.
- ☐ Submission of a photocopy of the applicant's valid Specialty Area 3 or Specialty Area 4 Career and Technical Certificate in health science; or
- ☐ Submission of a photocopy of the applicant's valid Master's Equivalent Health Science 3 Career and Technical Certificate.
- ☐ **Option 2:** If the Specialty Area 3 or Specialty Area 4 **OR** the Master's Equivalent Health Science 3 Career and Technical Certificate *has expired*, the certificate must be reinstated before applying for the Sixth-Year Equivalent Health Science 4 Career and Technical Certificate.
- ☐ **Option 3:** If the Specialty Area 3 or Specialty Area 4 **OR** Master's Equivalent Health Science 3 Career and Technical Certificate *has not been held*, all requirements for the Master's Equivalent Health Science 3 Career and Technical Certificate must have been met by the applicant **prior to** the date the application is received in the Educator Certification Section.
- ☐ Submission of Form MH3 the *Application for the Master's Equivalent Health Science 3 Career and Technical Certificate for the 2023-2024 Scholastic Year*, with the required supporting documents.

**REQUIREMENTS**

For issuance of the Sixth-Year Equivalent Health Science 4 Career and Technical Certificate, verification that requirements were met by the applicant prior to the date the application is received in the Educator Certification Section.

Completion of the Alabama State Department of Education (ALSDE) approved **MASTER LEVEL** occupational proficiency assessment and a master's or higher degree.

- ☐ Submission of the official transcript of the applicant verifying an earned master's or higher degree in a healthcare or related area from a senior institution that was regionally accredited at the time the degree was earned. The degree must have been earned prior to the date the application is received in the Educator Certification Section.
- ☐ Submission of a photocopy of the applicant's currently valid score on the Alabama State Department of Education (ALSDE) approved **MASTER LEVEL** occupational proficiency assessment (test score, license, or credential) in health science. The current occupational proficiency requirements may be obtained at [www.alabamaachieves.org/](http://www.alabamaachieves.org/) (click Teachers & Administrators ☞ Teacher Center ☞ Teacher Certification ☞ Career and Technical Certificates ☞ Degree Equivalent Certificate – Health Science).
- ☐ A photocopy of the applicant's **currently active** Alabama license in a registered nursing, paramedical, or approved allied health specialty. The **currently active** license must have been attained **prior to** the date the application is received in the Educator Certification Section. **Issuance of each subsequent certificate also requires this currently active Alabama license.**

**APPLICATION SUBMISSION and ATTESTATIONS**

~I understand the Educator Certification Section is unable to determine eligibility for Alabama certification until all required application components have been received and reviewed. Additional information may be requested upon review of the file.

~I understand the submission of supporting documents **ONLY** (e.g., official transcripts) does not constitute making application for certification. Incomplete forms will delay the review of the file.

~I understand that I must meet all Alabama certification requirements in effect on the date the application is received in the Educator Certification Section.

~I understand that **APPLICATION FORMS AND SUPPORTING DOCUMENTS ARE NOT ACCEPTED BY FAX OR E-MAIL.**

~I understand that I must **thoroughly read** all requirements of this approach (Form HS4 08/2023).

~I understand I must meet the **current** Occupational Proficiency Assessment for any subsequent Degree Equivalent Certificates as outlined on the current Occupational Proficiency document for that scholastic year. \_\_\_\_\_ **Applicant's Initials**

~I understand issuance of **each** Degree Equivalent Health Science Career and Technical Certificate in health science requires verification of a currently valid passing score on the appropriate ALSDE approved **ENTRY LEVEL** (for the Bachelor's Equivalent Health Science 1 and 2 certificates) or **MASTER LEVEL** (for the Master's Equivalent Health Science 3 and Sixth-Year Equivalent Health Science 4 certificates) occupational proficiency assessment (test score, license, or credential). I also understand the passing score on the appropriate ALSDE-approved occupational proficiency assessment must be attained prior to the date the application for a subsequent Degree Equivalent Health Science Career and Technical Certificate is received in the Educator Certification Section.

~I understand issuance of **each** Degree Equivalent Health Science Career and Technical Certificate requires verification of my **currently active** Alabama license in a registered nursing, paramedical, or approved allied health specialty, which I must attain prior to the date the application for a subsequent Degree Equivalent Health Science Career and Technical Certificate is received in the Educator Certification Section. For information on the current ALSDE-approved occupational proficiency assessments, contact the Educator Certification Section at (334) 694-4557 or at [www.alabamaachieves.org/](http://www.alabamaachieves.org/) (click Teachers & Administrators ⇨ Teacher Center ⇨ Teacher Certification ⇨ Career and Technical Certificates ⇨ Degree Equivalent Certificate – Health Science).

~I understand that it is my responsibility to keep all personal data on file in the Educator Certification Section current.

~I understand that by affixing my signature to this document, I am certifying that true and correct information is being provided.

Date

Signature of Applicant

I have completed the following documents, and I am mailing them to the address below:

- ☐ Supplement CIT, including supporting documentation
- ☐ Form HS4
- ☐ Money order, cashier's check, or receipt verifying online payment of \$38.00 application fee
- ☐ Required supporting documentation

All documents must be mailed to the following address:

**Alabama State Department of Education  
Educator Certification Section  
5215 Gordon Persons Building  
Post Office Box 302101  
Montgomery, AL 36130-2101**