Social Studies Education Major

Teacher Certification
Social Studies Education Majors

**UD testing requirements**

To receive the University's recommendation for certification,

Social Studies Education majors are required to take the Praxis II, Social Studies Content Knowledge 0081/5081.

At the time of registration, you must designate where you want your test scores sent. You get 3 free copies. **You must designate the University of Delaware (5811) as one of your score recipients.** In addition to UD, you should designate the State of Delaware and one other state where you may want to teach as score recipients. While UD candidates are required to take the State of Delaware tests to receive the University's recommendation for certification, additional tests may be required for states other than Delaware.

**Testing Dates ~**

- **Paper delivered test dates:** 9/22/12, 11/3/12, 1/26/13, 4/13/13, 6/8/13, 7/20/13

- **Computer delivered dates:** Candidates need to check [www.ets.org/praxis](http://www.ets.org/praxis) for specific tests and dates.

**Online scores will be available to candidates for one (1) year, via their online account**
Teacher Certification

Frequently Asked Questions

Upon graduation will I be eligible to teach in states other than DE?

Yes, The University of Delaware’s teacher education programs have received national recognition by national specialty organizations, such as National Council of Teachers of English (NCTE), American Council on the Teaching of Foreign Languages (ACTFL), National Council of Teachers of Mathematics (NCTM), National Science Teachers Association (NSTA), and National Council for the Social Studies (NCSS) and have achieved “state approved program” status by the State of Delaware. Through the National Association of State Directors of Teacher Education and Certification (NASDTEC) states who are party to the NASDTEC Interstate Reciprocity Contract agree to the following:

An applicant for certification shall be entitled to certification based on completion of an approved program if the following requirements are met:

- Completion of an approved program in a comparable or broader discipline,
- Compliance with any requirements of the receiving Member relating to citizenship and moral, ethical, physical or mental fitness,
- Compliance with any recency requirement of the receiving Member,
- Compliance with any ancillary requirements of the receiving Member (e.g., overall cumulative index and testing requirements), and
- Completion of any post-baccalaureate study required by the receiving member.

A complete listing of the states that are party to the NASDTEC Interstate Reciprocity Contract can be found at http://www.docstoc.com/docs/23206485/NASDTEC-Interstate-Contract

How do I become certified to teach?

Upon completion of one of the University of Delaware’s “state approved” teacher education programs, the University will recommend you for teacher certification. This recommendation, Institutional Recommendation, will be noted on your official transcript upon program completion.

You need to apply for teacher certification through the individual states' Department of Education. A directory of all of the states' certification offices is located on UD’s teacher education web site at http://www.teachered.udel.edu/certification/state-requirements-2/. Although you will not be able to complete the application process until you have completed your program of study, you should learn about the application process early in your senior year so that you will know what steps you will need to complete before submitting your application, i.e., criminal background check, testing requirements, and/or physical examination. Information about the certification process can be obtained online by clicking on the name of the state.

Do I need to take tests to become a certified teacher?

Yes! Most states require initial applicants for teacher certification to pass required tests. However, the tests required and the passing scores vary from state to state. Some states require tests that have been developed specifically within that state, e.g., New York. However, many states require tests that are part of the Praxis Series developed and administered by the Educational Testing Service (ETS). A complete listing of test requirements by states can be found on UD's teacher education web site at http://www.teachered.udel.edu/certification/state-requirements-2/. There is a link (click on the testing requirement listed for a particular state) to each state’s testing requirement, which will give you specific information about the required tests and passing scores.

Where can I go for help?

If you have additional questions about teacher certification, you should call 831-3000 or email bvandorn@udel.edu.
Computer Based Testing Center

The University of Delaware provides a site for the University community as well as the general public to take high-level standardized tests offered by the Educational Testing Service (ETS).

Location
The Computer Based Testing Center (CBTC) is located in 850 Library Avenue, Suite 104. There is plenty of free parking!

Hours (subject to change depending on testing schedule)
Monday: 9 am - 7 pm
Tuesday: 8 am - 2 pm
Wednesday: Closed
Thursday: 8 am – 6 pm
Friday: hours vary, depending on testing schedule
Saturday: hours vary, depending on testing schedule

Registering for Tests
• Register online at www.ets.org/praxis
• Call the CBTC at 302-831-6717

Testing Guidelines
• Be sure to have proper identification when you arrive for your test. ID requirements vary by test, so please determine what is needed for the test you plan to take. You will not be admitted without it.
• No items are allowed to be taken into the testing room (scratch paper and pencils will be provided by the CBTC). Lockers are available in the CBTC reception area for storage of personal items.

Additional Resources
For additional information, contact the CBCT at 302-831-6717, or the CBTC coordinator, Mary Ruth Pierce at mpierce@udel.edu.

2/2012
Certification

Applying for Certification in Delaware

To apply online for certification in DE go to https://deeds.doe.k12.de.us/default.aspx. You should answer the questions as though you have already completed student teaching and the degree has been conferred. If you are graduating at the end of the fall semester, enter January 2013; and if you are graduating at the end of the spring semester, enter May 2013 as date of completion of your degree.

Hopefully when you took the Praxis tests you designated the DE Department of Education as a score recipient. Upon submission of you online application, you will be able to go into DEEDS and find whether or not DE DOE has received your Praxis scores. If they do not have your scores, but UD has them in UDSIS, you can contact me. If they do not have your scores and if they are not in UDSIS, you will need to contact ETS to request a copy be sent to DE DOE using reporting code R7065.

Upon completion of your degree, you need to request an official copy of your transcript be sent to the DE DOE. You can request you transcript online at http://www.udel.edu/registrar/trans_cert.html. When requesting your transcript, check the box – Hold for posting/confirmation of degree and have it sent directly to the DE DOE at the following address:

Delaware Department of Education
Certification Office
Collette Education Resource Center
35 Commerce Way, Suite 1
Dover, DE 19904
Secondary Certification Fields (Grades 7-12)
(English, Mathematics, Sciences – Biology, Chemistry, Earth Science, and Physics, and Social Studies)

Applying for Certification in PA

You must apply online for certification in PA through TIMS

Be sure to apply as an out-of-state prepared applicant

(Question – Will a PDE approved teacher education or other certification program in PA verify that you meet requirements for the certification for which you are applying? Answer is NO!!!!)

Teacher Information Management System (TIMS)

http://www.portal.state.pa.us/portal/server.pt/community/tims_-_teacher_information_management_system/20476

However, the following papers must be mailed in to complete the application.

- Official final transcripts with confirmation of degree in a sealed envelope. You request official transcripts online at http://www.udel.edu/registrar/trans_cert.html. When requesting an official transcript check the box – Hold for posting/confirmation of degree.

- Verification of Program Completion. I will need to complete and sign this form.

- Health Certificate.

The Verification of Program Completion Form and the Health Certificate are printed out after you complete the online process and the fee is submitted. When the final screen reading, “Congratulations! You have successfully submitted.....” appears, there is a hotlink to print the coversheet which must accompany the documents. This coversheet will print along with the other necessary forms.

The system is set up to prevent anyone from applying at a date in the future. Because of this, you should wait until after you graduate before submitting the application. You can, however, begin the process stopping short of actually submitting it to PA Department of Education.

PA will be changing their certification requirements next year. If you think you may want to teach in PA next year or in the future, I would encourage you to apply this summer.

Hope this information is helpful. I will be happy to help you through this process. You can call me at 831-3000 or email me at bvandorn@udel.edu.

Secondary Education Areas (Grades 7-12)

Tests required for these certificates

- After April 2, 2012, PA is requiring the Pre-Service Academic Performance Assessment tests by Pearson Education (http://www.pa.nesinc.com/PageView.aspx?f=GEN_Tests.html). There are, however, exceptions to this rule.
1) Anyone who has taken any of the Praxis I Series tests prior to April 2, 2012 may continue to take the Praxis I tests.

2) Someone who has taken and failed any of the Praxis I tests prior to April 2, 2012 may continue to take the Praxis I tests until they are passed.

3) Out of state (including PR & territories) certificate holders do not need the Basic Skills Tests. It may, then, benefit University of DE students to obtain their DE cert prior to applying for their PA cert.

AND

Praxis II Tests [http://www.ets.org/praxis/pa](http://www.ets.org/praxis/pa)

- English Language, Literature and Composition Content Knowledge (0041/5041)
- Mathematics Content Knowledge (0061/5061)
- Sciences
  - Biology Content Knowledge (0235/5235)
  - Chemistry Content Knowledge (0245/5245)
  - Earth Science Content Knowledge (0571/5571)
  - Physics Content Knowledge (0265/5265)
- Social Studies Content Knowledge (0081/5081)
Applying for Certification in New Jersey

To apply online for certification in New Jersey go to

http://www.state.nj.us/education/educators/license/ .

What types of certificates are available?

- **CEAS (Traditional Route)** - The Certificate of Eligibility with Advanced Standing (CEAS) is a credential issued to an individual who HAS completed a teacher preparation program and has met the basic requirements for certification including academic study and applicable test requirements. The CEAS authorizes an individual to seek and accept employment in NJ public schools requiring certification. The CEAS is issued to an individual who does NOT hold a NJ Standard certificate or has NOT completed one year of full-time teaching under a valid out-of-state instructional certificate.

- **Provisional** - This two-year certificate is requested by the employing school district for a newly hired teacher after an individual obtains a CE or CEAS and a full-time teaching position. This certificate legalizes employment. Both mentoring and supervision and evaluation are required under this certificate. Alternate route teachers will also be required to complete formal instruction. Please visit the Provisional Teacher Program (PTP) page for more details. *Note that an individual cannot apply for this certificate. Rather, it is the employing district that applies for this certificate on behalf of the applicant.*

- **Standard** - This is a permanent certificate issued to an individual who has met all requirements for state certification. This certificate is issued to an individual who has successfully completed the PTP program, holds a previously issued NJ instructional certificate, or holds a valid out-of-state instructional certificate with one year of full-time teaching experience under the certificate.

APPLICANT CHECKLIST

YOUR APPLICATION WILL NOT BE DATED AS COMPLETE AND SENT TO AN EXAMINER FOR REVIEW UNTIL ALL REQUIRED DOCUMENTATION IS RECEIVED.

For New Certificate: Complete those highlighted in yellow.

- [ ] Submit payment online by credit card only.
- [ ] Verification of Program Completion, if applicable (Click here to download). Also, see Guidelines for Verification of Program Completion form (Contact Barbara VanDornick bvandorn@udel.edu)
- [ ] Copy of out-of-state certificates (if any).
Original letter on school district letterhead signed by an appropriate school district official, documenting your years of full-time teaching or administrative experience, if applicable. The letter should include your full or part-time status, specific assignment and dates of employment. See Guidelines for Letters of Employment Experience.

Official college transcript(s) sent with degree conferral and grade point average (GPA) listed on the transcript.

If your academic studies were completed in another country, submit a credentials evaluation from an approved evaluation service that includes degree equivalency, semester-hour equivalent of each area of college-level study, and the cumulative baccalaureate and advanced degree GPAs (Click here to download the list of approved evaluation agencies).

Signed and notarized Oath of Allegiance/Verification of Accuracy Statement for United States citizens (Click here to download).

Signed and notarized Non-citizen Oath of Allegiance/Verification of Accuracy Statement and Affidavit of Intent to Become a Citizen for non-citizens.

Take any applicable Praxis II: Subject Assessment/Specialty Area test(s). Test registration procedures, registration form and other information are available through the Praxis Web Site at www.ets.org/praxis or the School Leadership Series Web Site at www.ets.org/sls. Online registration is also available.

Physiology and Hygiene: Applicants applying for instructional certification must pass an examination in physiology and hygiene, including the effects of narcotics and alcohol. The examination is administered at the county offices of education. In lieu of this examination, the applicant may present basic military training or college level study in areas such as biology, health or nutrition.

After applying online, please submit ALL necessary documentation together IN A SINGLE PACKET to the NJ DOE in order to complete your application. Our mailing address is:

NJ Department of Education  
Office of Licensure & Credentials  
P.O. Box 500  
Trenton, NJ 08625-0500

Please have transcripts sent to you first and then forward them in the sealed envelope(s) together with any other documents.
Steps to Teacher Certification in New York

- Take and pass the Praxis II tests required by the University of Delaware and the State of Delaware. Information on these testing requirements can be found at [http://www.teachered.udel.edu/students/](http://www.teachered.udel.edu/students/). Designate the University of Delaware and the State of Delaware as score recipients.

- Take and pass the tests required by the State of New York. Information on these testing requirements can be found at [http://www.nystce.nesinc.com/](http://www.nystce.nesinc.com/).

- Complete the following two workshops required by the State of New York.
  
  **Child Abuse Identification Workshop**
  

  **School Violence and Prevention Workshop**
  

- Students seeking certification in Special Education will need to complete an additional workshop in Training in the Needs of Children with Autism
  

- Complete the fingerprinting process required by the State of New York
  

- Apply for certification in the State of Delaware
  
  To become certified in New York, you must submit a copy of your Delaware license and certificate issued by the State of Delaware. You apply online for your Delaware certificate at [https://deeds.doc.k12.de.us/deeds_reset_pwd.aspx](https://deeds.doc.k12.de.us/deeds_reset_pwd.aspx).

- Apply for certification in the State of New York.
  
  You must apply through the reciprocity pathway and completion of an “approved teacher education program.
  

- Upon completion of your degree submit copies of your official transcripts to the Delaware Department of Education and the New York Department of Education.
  
  You can request copies of your official transcript online at [http://www.udel.edu/registrar/transcript.html](http://www.udel.edu/registrar/transcript.html). When you request copies of your transcript, check the box “hold for posting of degree”.

- **New Certification Requirements will be in place for students graduating in June 2014 or later.**
Profile 2
(Out-of-State Approved Program graduate; no teaching experience; no out-of-state certificate)

Step 1.
Complete an out-of-state approved educator preparation program outlined by the college/university you have attended.

Step 2.
In addition to completing an out-of-state approved program, you must meet Maryland's qualifying scores on all required teacher certification tests.

Step 3.
To request your initial Maryland certificate by mail, submit the following:

- Official transcript(s) in an unopened mailer for all course work taken (community college, baccalaureate, post-baccalaureate, if applicable). Your transcript must show the degree and date of conferral. Student copies in an unopened mailer are also acceptable. (Do not have your college/university send transcripts directly to this office.);
- Qualifying scores for the required certification tests, Basic Skills and Praxis II content (if applicable) or ACTFL content assessments. You may send scores to MSDE on one of the following ways: notation on a college transcript, photocopy of the original score report, or official verification from a state department of education.; and
- A cover letter with your name, complete mailing address, date of birth, social security number, personal email address, and the area of certification you are seeking. Day time telephone number is encouraged.

Send your complete packet to the following address:

Maryland State Department of Education
Certification Branch
200 W. Baltimore Street
Baltimore, MD 21201

Step 4.
We will determine your eligibility for certification and notify you in writing.

Profile 3
(Valid certificate from another state; completion of an out-of-state approved program; met Issuing state's qualifying scores to receive certificate)

Step 1.
You must hold a valid (current) professional certificate from another state, completed an out-of-state approved program, and have met the issuing state's qualifying scores required for the professional certificate.

Step 2.
To request your initial Maryland certificate by mail, submit the following:

- Official transcript(s) in an unopened mailer for all course work taken (community college, baccalaureate, post-baccalaureate, if applicable). Your transcript must show the degree and date of conferral. Student copies in an unopened mailer are also acceptable.
  - A photocopy of your valid out-of-state professional certificate;
• Verification of test scores for the required teacher certification tests for your out-of-state professional certificate. (A photocopy of the test scores or an official verification from a state department of education will be accepted.); and
• A cover letter with your name, complete mailing address, social security number, and the area of certification you are seeking. Daytime telephone number and personal e-mail address are encouraged.

Send your complete packet to the following address:

Maryland Department of Education
Certification Branch
200 W. Baltimore Street
Baltimore, MD 21201

Step 3.
We will determine your eligibility for certification and notify you in writing.

Contact Information

Maryland State Department of Education
200 West Baltimore Street
Baltimore, MD 21201
Phone: (410) 767-0412 or toll free 1-(866) 772-8922
TYY/TDD: (410) 333-6442